

# BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET  
P. O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600  
PHONE (920) 448-4015 FAX (920) 448-6221

## EDUCATION & RECREATION COMMITTEE

John Van Dyck, Chair  
Corrie Campbell, Vice Chair  
Tom Katers, Staush Gruszynski, Harold Kaye

### EDUCATION & RECREATION COMMITTEE

Thursday, October 8, 2015

4:00 p.m.

Room 200, Northern Building  
305 E. Walnut Street

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON  
ANY ITEMS LISTED ON THE AGENDA

**\*\*PLEASE NOTE TIME & LOCATION\*\***

**\*\*PLEASE BRING BUDGET BOOK\*\***

**(Combined Budget & Regular Meeting)**

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of September 3, 2015.

### Comments from the Public

**\*\* Please Note:** Although the committee is meeting before October County Board, Budget Items will be on the November 4<sup>th</sup> Board of Supervisors meeting.

1. Review Minutes of:
  - a. Library Board (August 20, 2015).
  - b. Neville Public Museum Governing Board (August 10 & September 14, 2015).

### Communications

2. Communication from Supervisor Gruszynski re: That the Brown County Board, in collaboration with staff, the Library Board and the community, build a comprehensive plan to update aging library facilities, especially central library, to improve the quality of service, efficiency, space and budget. *Held for one month.*

### MUSEUM

#### Non-Budget

3. Budget Status Financial Report for August, 2015.
4. Open Positions Summary.
5. Museum Director's Report.

#### Museum Budget Review

6. Review of 2016 department budget.

## **GOLF COURSE**

### **Non-Budget**

7. Budget Status Financial Report for August, 2015.
8. Superintendent's Report.

### **Golf Course Budget Review**

9. Review of 2016 department budget.

## **NEW ZOO AND PARK MANAGEMENT**

### **Non-Budget – NEW Zoo**

10. Budget Status Financial Report for August, 2015.
11. Zoo Director's Report.

### **Non-Budget – PARK MANAGEMENT**

12. Budget Status Financial Report for August, 2015.
13. Field Staff Reports/Attendance Reports.
14. Asst. Director's Report.

### **NEW Zoo and Park Management Budget Review**

15. Review of 2016 department budget.
  - a. Discussion re: 2016 Capital Improvement Projects at the Brown County Fairgrounds (infield improvements, permanent track development, connection trail and building improvements).
  - b. Discussion re: Suamico Boat Landing area and parking. *Referred back for 2016 budget consideration.*
  - c. Resolution Approving New or Deleted Positions during the 2016 Budget Process – Zoo and Park Management.

## **LIBRARY**

### **Non-Budget**

16. Budget Status Financial Report for August, 2015.
17. Discussion and possible action regarding transfer of funds from the 425 Fund to Library Board for the purpose of necessary maintenance.
18. Director's Report.

### **Library Budget Review**

19. Review of 2016 department budget.

## **NON-BUDGET ITEMS**

20. Resch Centre/Arena/Shopko Hall – Complex Attendance for August and September, 2015.

### **Other**

21. Audit of bills.
22. Such other matters as authorized by law.
23. Adjourn.

John Van Dyck, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**PROCEEDINGS OF THE BROWN COUNTY  
EDUCATION AND RECREATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Education and Recreation Committee** was held on Thursday, September 3, 2015 at Way-Morr Park, 3832 Park Road, Greenleaf, Wisconsin.

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**Present:** Chairman Van Dyck, Supervisor Kaye, Supervisor Campbell

**Excused:** Supervisor Gruszynski, Supervisor Katers

**Also Present:**

Beth Lemke (*Neville Museum Director*)

Neil Anderson (*Zoo Director*)

Matt Kriese (*Asst. Park Director*)

Brian Simons (*Library Director*)

Lori Denault (*Library – Finance Manager*)

Scott Anthes (*Golf Course Superintendent*)

Supervisor Bill Clancy

Other Interested Parties

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**I. Call to Order.**

The meeting was called to order by Chairman Van Dyck at 6:00 p.m.

**II. Approve/Modify Agenda.**

**Motion made by Supervisor Campbell, seconded by Supervisor Kaye to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**III. Approve/Modify Minutes of August 6, 2015.**

**Motion made by Supervisor Kaye, seconded by Supervisor Campbell to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Comments from the Public.**

Cliff Hammond and Jim Blashka from the Lions Club attended the meeting to thank Matt Kriese and the Committee for the generous donation given for the new bridge. Hammond said they are very, very appreciative and he noted that the bridge had been ordered earlier in the day and is in the process of being made. Kriese thanked Hammond and Blashka as well. Hammond continued that the bridge should be installed by the end of October. The bridge will have steel I beams and 1 ¼" treated wood decking. The bridge is ADA compliant and is 8 feet wide which will allow picnic tables to be moved from one side of the park to the other without using the road. Kriese added that since it will be an ADA accessible bridge, there will be a gravel pathway leading to the bridge. The Committee went outside to view the site of the new bridge.

**1. Review Minutes of:**

- a. **Library Board (July 16, 2015 and July 23, 2015).**

**Motion made by Supervisor Campbell, seconded by Supervisor Kaye to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

- b. **Neville Public Museum Governing Board (August 10, 2015).**

**Motion made by Supervisor Kaye, seconded by Supervisor Campbell to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Communications**

- 2. Communication from Supervisor Gruszynski re: That the Brown County Board, in collaboration with staff, the Library Board and the community, build a comprehensive plan to update aging library facilities,**

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especially central library, to improve the quality of service, efficiency, space and budget. *Referred from August County Board.*

**Motion made by Supervisor Kaye, seconded by Supervisor Campbell to hold for one month. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

### **NEW Zoo**

#### **3. Budget Status Financial Report for July, 2015.**

**Motion made by Supervisor Kaye, seconded by Supervisor Campbell to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

#### **4. Zoo Monthly Activity Report for August, 2015.**

Zoo Director Neil Anderson provided the Committee with the operations report for August, 2015, a copy of which is attached. He reported that the Zoo is trending a little low due to the uncooperative weather and he mentioned that there were a number of days with temperatures over 80 degrees. He also mentioned that there was significant storm damage to the Zoo on August 14 which caused the Zoo to close early that day. Some of the exhibits sustained significant damage and some of the animals had to be moved around. There were trees down behind the moose exhibit and the Zoo incurred about \$16,000 in tree removal services as well as about \$1,500 in fence repairs. All of this should be covered by insurance. Anderson stated that on the back of the elk exhibit the perimeter fence and exhibit fence were both damaged, but they were able to close the fence up quickly.

Anderson continued that in looking at attendance numbers the Zoo seems to be tracking closely to 2013. He would like the animal hospital fundraising wrapped up soon so they can concentrate on new animal exhibits. He noted that it has been almost six years since any animal exhibits have been added and this is because they have been working on the education building and the animal hospital during this time. Anderson felt that attendance numbers are starting to show the need for some new animal exhibits. He mentioned that gift show numbers were interesting in that they did some renovation in the gift shop and the budgeted number for revenue was \$230,000, but already at this time they are at \$242,000.

Van Dyck asked how much was left to fundraise for the animal hospital. Anderson stated it was roughly \$800,000 for the building is there is probably about another \$400,000 needed for equipment and caging. He stated that some of the exhibits that the Zoo Society had put in in the past have had some new sponsorships. In the past when the Zoo Society put up an exhibit, they either got sponsorship initially or they co-sponsored it or were able to sell the sponsorships. They have been working hard on that and they have just received a sponsorship for the lion exhibit and the funds from that will be put into the hospital. Anderson stated that there is probably about \$400,000 still needed. Once the hospital is done, they will be concentrating on getting back into animal exhibits. He felt the fund balance should be about \$500,000 and they will use some of that for the strategic masterplan so they can get the conceptals ready to go to donors. The hospital and education building total about \$2 million dollars and although they are not significant attendance boosters, they are necessary.

Anderson provided the Committee with a copy of the 2015 Benchmarks from the Association of Zoos and Aquariums. A copy of the full document may be viewed in the minutes posted online. Anderson also provided a Benchmark Report, a copy of which is attached. Anderson noted that the report shows where the NEW Zoo stands in relation to other zoos of similar size with similar budgets in a number of different categories. Anderson talked about some of the information contained in the report and stated that overall the Zoo is in very good shape. He felt the report contained good information for the Committee's review.

As far as upcoming events at the Zoo, Anderson stated that the Dog Days of Summer will be held on September 19 with specials on hot dogs, chips and soda and the sausage runners will probably be there too.

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He also stated that Senior Citizen Day will be held on September 4 with free admission as well as coffee and cookies.

**Motion made by Supervisor Kaye, seconded by Supervisor Campbell to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

#### Golf Course

##### **5. Budget Status Financial Report for July, 2015.**

Golf Course Superintendent Scott Anthes provided the Committee with the golf course financial statistics for August, 2015, a copy of which is attached. He noted that this August was the best they have had in a while. Rounds were up by about 700 from 2014 and 800 from 2012. Revenue wise the golf course is up about \$9,000 from 2014 and up almost \$25,000 from 2012. Year to date revenue is looking very good and Anthes anticipates being up about \$60,000 from last year's revenue.

**Motion made by Supervisor Campbell, seconded by Supervisor Kaye to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

##### **6. Budget Adjustment (15-54): Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation.**

During the 2016 budget process the Golf Course was looking into purchasing two new fairway mowers to replace the 15 year old ones they currently use. When requesting quotes, the vendor came back with an offer of two new mowers for the price of one, but the offer is only good for this year. The total for both units is normally \$155,000 and they have offered both units to the golf course for \$80,920. This request is to reallocate salary/fringe savings as well as unexpended supplies and grounds maintenance funds to outlay to make this purchase.

Anthes added that he cannot refuse this offer and they are essentially getting the cutting units for free. There is also allocation for a \$2,200 trade-in for the two fairway mowers they already have. Van Dyck asked if Anthes had priced any other units and Anthes stated that he did and the next closest price was \$97,000. He stated that they will hold off hiring for the mechanic position and use the savings from salary and fringe for these mowers. Anthes stated that he does realize this was not budgeted, but this is a very good deal that he does not want to miss out on.

**Motion made by Supervisor Campbell, seconded by Supervisor Kaye to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

##### **7. Superintendent's Report.**

Anthes recapped his superintendent's report contained in the agenda packet. He said that they got lucky with the lightning strike on the pump house and did not have to pull the pumps out. Several parts of the pump were replaced and the pump is now up and operational. Anthes continued that they have top dressed the greens and approaches and fertilized all fairways. They continue to apply growth regulators and liquid fertilizer to the greens. All scheduled fungicides have been applied. Anthes noted that the top of a cottonwood tree broke off in a recent storm and became wedged in another cottonwood and they had to have a tree service come out to remove that.

With regard to projects for September, Anthes stated they will start the aerification process towards the end of September and this is typically a two week process. A drain and sod will be installed around the main putting green to make it look like the rest of the greens. Topdressing trees will also begin soon as well as marking trees for winter removal.

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Anthes reported that they currently have three events coming up at the golf course. The Friends of Brown County Golf Course event will be held on September 12, the Fall Classic will be held on September 18 and 19 and the Brown County Children's Charity Golf Classic will be held on September 23 with the proceeds being donated to Big Brothers Big Sisters.

**Motion made by Supervisor Kaye, seconded by Supervisor Campbell to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

#### Museum

##### 8. **Budget Status Financial Report for July, 2015.**

**Motion made by Supervisor Campbell, seconded by Supervisor Kaye to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

##### 9. **Director's Report.**

Museum Director Beth Lemke stated that the Museum is holding its own when it comes to year-to-date attendance. Attendance is up but revenue is slightly down. From reviewing some analytical information and looking at the statistics she has found that there are less adult admissions but admissions for children under six are up.

Lemke continued that she is looking at all of the efforts for promotion and marketing and how money is allotted and how it correlates to attendance and revenue. She stated that they are doing much more with the social media component and noted that one of the Packers images has had more than 65,000 views. Lemke is working on getting the right mixture of social media, print media and radio and television ads as well as working with in-kind opportunities. They did launch Dinosaurs recently and they have left the discovery room and are trying to find their place in the museum. They are using this as a platform to address the dinosaur sculptures in the front of the building as well as to try to collect data regarding if the community wants to see more dinosaur exhibits which would be a long-term strategy.

Lemke reported that Spys, Traitors and Saboteurs will be ending on September 6 and will be dismantled and moved out. On September 14 the semis will arrive with Extreme Deep. She encouraged the Committee members to attend the reception for this exhibit.

Van Dyck asked Lemke if she felt the Museum got their bang for the buck on the Spies, Traitors and Saboteurs exhibit. Lemke responded that compared to the rental cost versus all of the time, if she would have added up all the time, compared to the Packers exhibit, she felt it would be a higher cost to Packers than it was a dollar amount, but attendance wise, having the temporary Hall of Fame was an advantage to the Neville. She is taking that information into account going forward and will be doing more correlation going forward with exhibit data from the past and she is trying to get a better handle on this to make better investments on the Foundation side. Lemke continued that next year the Museum will only have one temporary rental exhibit which will be there from Memorial Day through Halloween and it will be tied to a sculpture launch on the grounds. They know that when they bundle or brand things together, the community sees it more and recognizes it more. Obviously if there is a community partner such as the Wisconsin Historical Society or the Art Colony, they get strong attendance. Van Dyck asked if, excluding the Packer exhibit from last year, there was much of a bump for the Spies display in comparison to what would have been put on in the past for less money. Lemke stated that with Spies, the comment book suggestions were very good and people were thrilled that the exhibit was here, but she felt it was a different dynamic than a diehard Packer fan. She continued that they will be working with the Hall of Fame on borrowing objects because not all objects are on display at the Hall of Fame as this will help to tell stories that are not being told at Lambeau.

Lemke distributed the Musepaper and the exhibits brochure to the Committee, copies of which are attached.

Van Dyck asked if there were more advertising dollars planned for Extreme Deep or if it was similar to Spies. Lemke responded that since they did not get the JEM grant, the advertising dollars are tied to admissions and she recalled that she had recently discussed the need for doing a budget adjustment. She noted that they are working with WBAY and there is a fee based piece and an in-kind piece and further, they have a partnership with Press Gazette media. They have been having color ads in the paper on Thursdays and Sundays and there will also be a social media push through Facebook and Press Gazette media which will be timed to the holidays and a few other things. Lemke continued that WFRV does a lot of in-kind things for the Museum and they will continue to work with their sister station in Marquette, Michigan as they do have a draw from the Upper Peninsula.

Van Dyck commented that he had seen that a preliminary budget had been presented to the Governing Board and asked what criteria was followed as far as levy goes. Lemke stated that the budget she gave to the Executive was levy neutral. She noted that the main thing as they talked about earlier in the year is increasing the adult fee for 2016. The marketing dollars listed in the advertising –public notice line are offset by the County Board addressing an adult fee increase in November. Lemke is anticipating that there will be a revenue increase from the ticket price increase which will increase the line item for advertising. She also stated that there are a few more items that have been adjusted, one being the security line. They were over budget on security in 2013 by \$18,000 and they have renegotiated the security contract and there have also been savings this year and based on projection of how many hours they will need security, they are in much better alignment. Lemke also noted that one of the supply lines went up to allow them to start doing things like buying tables for the meeting rooms slowly.

*Supervisor Campbell arrived at 6:00 pm.*

At this time, Van Dyck addressed the Museum, Library and Parks. He stated that the Human Services Committee recently opened the door to having their departments bring to them the three items that they may need that were not in the budget for the Committee's consideration. He would like to do this for the Ed & Rec Committee as well and he asked the department heads to bring the top three items forward that they would like to fund if there was money available. Van Dyck continued that after listening to this at the Human Services Committee, he would like the departments to stay away from wage issues because he felt that was a much bigger, broader issue for all departments. He is not trying to circumvent the Executive's budget, but he is just looking to have an even playing field. Campbell stated that last year it was brought up that the Committee never gets to see the line items that are removed by the Executive and she also felt it was a good idea to make the Committee aware of the unfunded needs. Kaye also stated that he would like to see the items that were turned down as well as items that were not included. Van Dyck stated this is not so much about things there were turned down as much as it is about items that were not submitted.

Campbell asked Lemke about the status of the Packers Foundation grant. Lemke stated that they did receive the grant and it was for \$30,000 this year and with contingencies of \$30,000 for 2016. She stated that the funding has not been received as of yet because the stadium staff is on vacation.

**Motion made by Supervisor Kaye, seconded by Supervisor Campbell to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

#### Library

#### 10. **Budget Status Financial Report for June and July, 2015.**

Library Finance Manager Lori Denault clarified that the June report is a corrected copy from what was presented last month.

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**Motion made by Supervisor Campbell, seconded by Supervisor Kaye to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**11. Director's Report.**

Library Director Brian Simons reported that construction on the Southwest Branch should begin in the next two weeks and should take approximately 12 – 14 weeks to complete. The contractor is getting his subs in line and when this is done they will begin the project.

Simons continued that he met with a leadership professor from NWTC this morning as well as a gentleman from Advocates for Healthy Transitional Living who works with at risk youth, foster care youth and Human Services and Workforce Development. NWTC and Advocates for Healthy Transitional Living are looking to use the third floor of the library to develop a leadership institute that would be funded by private partnerships with companies in the area and consist of part-time school and part-time internship with sponsoring parties. The companies would fund the operation as well as contribute to rent to the library. Simons noted that the City is also interested in this and may be willing to contribute part of the sales tax kickback they will be getting. Simons stated that they will meet again next week and continue talking and Simons will keep the Committee advised of developments. He said that the NWTC professor felt the meeting went well and he will advance this project with his class and have the class help determine programming and other things that may be needed with the at risk population. Simons felt this would be a good collaborative partnership to the Library.

Simons concluded his report by indicating that an anonymous patron of the Ashwaubenon branch said she would donate \$10,000 as a match and a fundraising campaign will begin soon. The donor would like the funds to go towards furniture and Simons was happy with this as there is a furniture need in all facilities. The furniture that would be purchased would be somewhat standardized so that pieces could be moved from one branch to another and fit in well. Simons felt that the \$10,000 should be raised in about four months. He stated that the library has not done any fundraising for a while and this will be a nice way to get their feet wet.

**Motion made by Supervisor Kaye, seconded by Supervisor Campbell to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Park Management**

**12. Parks Budget Status Financial Report for July, 2015.**

**Motion made by Supervisor Campbell, seconded by Supervisor Kaye to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**13. Field Staff Reports/Attendance Reports.**

Assistant Park Director Matt Kriese reported that attendance is doing very well this year.

Van Dyck asked if there has been any change in the plans at the Fairgrounds regarding moving the track as he heard that it had been stated at a meeting of the Fair Board that the track was not moving. Kriese responded that the first time he heard of this was during the Fair when he was talking with the Fair President, however, they were both busy so there really was not a discussion. Kriese continued that at this time he has not heard any talk about this and to his knowledge the track is still being relocated. From what he heard, there was talk about investing money in the infield and putting drainage tiles in the infield, but he noted that this would not solve any problems with the grounds. He continued that this year about a third of the field seems to be torn up. Parks is moving along with the dirt track being relocated and Kriese will give the President of the Fair Board a call to discuss this. Van Dyck stated that it was his understanding that the President of the Fair Board made the announcement at the full Fair Board meeting that the track was no

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longer going to be moved. Kriese stated that he did attend Executive and Fair Board meetings over the last several months and from all of the questions and comments, people made sense of moving the track and they voted in favor of relocating the track and to Kriese's knowledge that plan will stay.

**Motion made by Supervisor Kaye, seconded by Supervisor Campbell to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

14. **Assistant Director's Report.**

Kriese distributed a timber harvest map, a copy of which is attached. This will go out for bids this year and will probably be a two year contract. Kriese explained that the DNR has been really good about this and has been marking trees for no charge so they did not have to hire a consultant. Kriese stated that they have not done any clear cut or aspen regeneration cuts. The forest is definitely an old growth forest and the red circles on the map indicate where aspen regeneration will take place. They did keep this out of the public spotlight as this is sometimes a sensitive subject and they like to be mindful of the user's point of view as well as the health of the forest. This is a new approach that has not been done in the past and Kriese indicated that there will be information and interpretive panels that explain the purpose behind cutting down the trees. He stated that they are not in this for the revenue whatsoever. There will be about 40 – 50 acres of aspen cut, but they are in isolated pockets; it is not a full 40 acre area in one place. Kriese stated that they should receive about \$30,000 for the timber harvest and those funds will go into an account that cannot be used for anything other than Reforestation Camp use. The fund currently specifies that it is for buildings at the Reforestation Camp and Kriese felt it may be a good idea to reword the resolution to indicate funds are for use anywhere at the Reforestation Camp, not specifically for buildings. Van Dyck agreed with this and asked Kriese to revamp the resolution and bring it back to the Committee.

Supervisor Clancy asked if this is selective cutting and Kriese stated that large equipment will be used and the project will be done in 2 – 3 weeks. Kriese stated that logging at the Camp is nothing new. Last time they did this was about four years ago.

Kriese also wished to give props to all of the Friends groups and indicated they are all doing well and he has heard nothing but good things. He stated that the Lions group has raised about \$33,000 and there were about 425 people in attendance at the Music in the Park event when Brown County presented the \$10,000 check. The Neshota group had the playground installed and it was an unbelievable community effort. Friends of the Reforestation Camp trail group is also off to a good start and Kriese is also working with a group for Mountain Bay paving but this is in the infancy stages right now.

Kriese continued that the Bellin Woman's Half Marathon will be starting at Bay Shore Park in September. This is the first year for the event. He continued that the Fair went very well and he does not have attendance figures yet, but there were no complaints or issues. There are a few large events in the parks over the Labor Day weekend and following that the Parks Department will be losing some of the summer staff as kids go back to college.

Kaye reported that he had recently attended a wedding at Pamperin Park and it was very, very nice. He felt it was a beautiful place to have an event and everyone involved did a very good job. Kriese stated that he will pass these comments on to park staff.

Van Dyck asked about a story that had been done on Channel 2 with regard to Friends groups as the gist he got out of it was that the County is no longer taking care of their parks and therefore people have to raise money to fix things. Kriese stated that that story was on Channel 2 and the whole premise of the story was supposed to be on the Friends groups and the importance of them in the parks. Kriese stated that someone in the community went to Channel 2 with the story and the story ended up being negative. Clancy felt that when the bridge is installed at Way Morr that some positive publicity should result. Kriese noted that there were good stories on the other channels.

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**Motion made by Supervisor Campbell, seconded by Supervisor Kaye to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Resch Centre/Arena/Shopko Hall – No agenda items.**

**Other**

**15. Audit of bills.**

**Motion made by Supervisor Kaye, seconded by Supervisor Campbell to pay the bills. Vote taken. MOTION CARRIED UNANIMOUSLY**

**16. Such other matters as authorized by law.**

Kaye asked for a status on the proposed ticket tax with PMI. Van Dyck stated that a group met as an ad hoc committee and strategized and then met with PMI. The ad hoc group asked PMI to consider the ticket surcharge for maintenance purposes and PMI informed that their Board of Directors met and discussed it and this was not an option and the request was basically denied. PMI's reasoning is that based on the money that they pay in along with the money they get from Dick Resch, that there is a sufficient amount of money coming in to take care of any maintenance they foresee in the near future. The group challenged them and stated they were not building up any fund for large, major items, and PMI did not really have a response to that. PMI did admit that they theoretically already charge a surcharge but they keep it.

**17. Adjourn.**

**Motion made by Supervisor Kaye, seconded by Supervisor Campbell to adjourn at 6:58 pm. Vote taken. MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Therese Giannunzio  
Recording Secretary

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## PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A meeting was held on **August 20, 2015** at 5:15 p.m. at the **Brown County Central Library, 515 Pine Street, Green Bay, WI**

**PRESENT:** KATHY PLETCHER, CHAD BIANCHI, CARLA BUBOLTZ, NATHAN JESKE, BOB NIELSEN, TIM NIXON, JOHN VAN DYCK, and CHRISTOPHER WAGNER

**EXCUSED:** VICKY VAN VONDEREN

**ALSO PRESENT:** Brian Simons, Lori Denault, and Sue Lagerman (staff).

### CALL TO ORDER

President Kathy Pletcher called the meeting to order at 5:23 p.m.

### II. APPROVE CONSENT ITEMS

**A. Agenda** There were no changes to the agenda.

**B. Minutes** There were no changes to the minutes. Motion by J. Van Dyck, seconded by N. Jeske, to approve the July 16 minutes and the July 23 special meeting minutes. Motion carried. The take away from the recent meetings is that in the future, per the County Board, the library should submit a budget for what is needed even though the process has been to work to meet the dollar allocation given by the County Executive. Once the proposed budget is presented in October, the Library Board would advocate their needs to the Education and Recreation Committee.

### III. COMMUNICATIONS AND OPEN FORUM FOR THE PUBLIC

None.

### IV. LIBRARY BUSINESS

#### **A. Technology Report**

B. Simons reports that printing on the wireless network is still an issue. BCTS has suggested that it may be beneficial to move to a wired network. A total of 120 computers were purchased from UWGB. Six computers were replaced at Southwest and 34 at Central. The remaining 80 will be rolled out by the end of September. This amount replaces all the public use computers. Catalog computers won't be replaced. The IT Librarian recently met with Jim Novy, System IT Manager from Lakeshores Library System to discuss and share ideas.

#### **B. Financial Manager's Report, Bills and Donations**

There were no bills out of the ordinary. L. Denault presented the July, 2015 financial report and the July Gifts, Grants and Donations. Motion by C. Buboltz, seconded by C. Bianchi, to approve the July 2015 financials and gifts, grants and donations as follows:

#### **Brown County Library Gifts, Grants & Donations Report July 2015**

#### **Gifts & Donations**

07/01/15	Central Donation Box (various donors)	40.40	Children's Garden
07/01/15	Branch Buddies of the Brown County Library	672.03	Performers/Supplies
07/01/15	Friends of Brown County Library	6,971.36	Class & Event Supplies
07/01/15	Friends of Brown County Library	13.35	Every Child Ready to Read
07/02/15	Jean Sweetland - In Memory of Joseph Dorschel	25.00	Large Print Materials
07/08/15	Daniel & Eileen Rogers - In Memory of Jane Olson	25.00	Adult Materials
07/08/15	Brown County Community Women's Club	300.00	Cellcom Edible Garden
07/08/15	Allouez Optimist Club of Green Bay	300.00	Summer Reading Program
07/10/15	Kathleen Keller - In Memory of Dorothy Carpenter	50.00	Large Print Materials
07/16/15	Joanne Johnson	1,000.00	Ashwaubenon Improvements
07/16/15	Marion Prochniak - In Memory of Joseph Dorschel	20.00	Large Print Materials
07/22/15	Irene Kress - In Memory of Joseph Dorschel	200.00	Large Print Materials
07/22/15	Friends of Brown County Library	75.13	Leadership Breakfast

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07/22/15	Green Bay Community Service Club	200.00	Class & Event Supplies
07/29/15	COED Investors	300.00	Value Line Database
07/29/15	Joanne Zank - In Memory of Marvin Zank	200.00	Audio Books
07/29/15	John Bettinger	75.00	Magazines & Films
07/01/15	Ashwaubenon	40.41	Donation Box
07/01/15	Bookmobile	6.00	Donation Box
07/01/15	East	50.15	Donation Box
07/01/15	Weyers/Hilliard	15.91	Donation Box
07/01/15	Kress	12.76	Donation Box
07/01/15	Pulaski	13.20	Donation Box
07/01/15	Southwest	12.71	Donation Box
07/01/15	Wrightstown	10.22	Donation Box
<b>Total Donations</b>		<b>\$ 10,628.63</b>	

#### **Federal & State Grants**

07/31/15	Nicolet Federated Library System	\$ 1,750.68	Collection Development
07/31/15	Nicolet Federated Library System	(10.00)	Continuing Education
07/31/15	Nicolet Federated Library System	9,583.33	Technology Grant
<b>Total Grants</b>		<b>\$ 11,324.01</b>	

**Motion carried.**

#### **C. FACILITIES REPORT**

A new partnership has been forged with N.E.W. Lutheran High School's president who wants to give back to the East Branch. He has volunteered to improve the landscaping at the branch and has offered to supply the labor and contribute a significant portion of materials (plants) and bark. Picnic tables will be built by the school's Tech Ed Department.

The Southwest Branch expansion will move forward per the County Board who voted 18-6 in favor of funding the expansion using the General Fund. B. Simons will talk with Public Works to determine the next steps. This is only an expansion – it doesn't guarantee additional programming.

K. Pletcher commented that those who spoke about expansion spoke in favor of libraries and adequate funding. Some county supervisors understood that it is time to look at funding beyond the next couple of years. It's not about a branch – it's about the whole system. J. Van Dyck voted against the expansion as there is no statistical evidence to support it. It is known that less people visit the branch now than 5 years ago; resulting in fewer programs...demands are less today than they were 5 years ago.

#### **V. REVIEW FUTURE LIBRARY SERVICE VISION AND MISSION**

Library service vision and mission – Brian will resume work on it and will enlist Somerville for help. J. Van Dyck noted that the timing is now to tie in with long-term plan and look at all facilities and suggested presenting a global plan to the County Board and getting their feedback.

#### **VI. 2016 BUDGET UPDATE**

Ed & Rec will hold a combination regular and budget meeting starting at **4:00 pm on October 8** at the Northern Building.

B. Simons and L. Denault had a budget meeting with the County Executive. They felt he liked the initiatives and seemed to support the increases in continuing education and programming. The budget will not advance through the financial system until the County Executive decides what funds to allocate. He is hoping to find additional money in his budget – maybe another \$160,000. C. Buboltz disagreed with this method since the Board passed and presented the optimum budget. The dilemma is that the budget is the Executive's budget. The Board feels they should advocate for the full/optimum budget. It was agreed to prioritize the top needs that would be advocated for.

#### **VII. DISCUSSION AND POSSIBLE ACTION REGARDING A NAMING RIGHTS POLICY**

Discussion took place over the wording of the draft policy and it was agreed to make some changes. **Motion** by N. Jeske, seconded by C. Buboltz, to approve the naming rights policy with suggested changes. **Motion carried.**

#### **VIII. OLD BUSINESS**

##### **A. ADJACENT COUNTY BILLING**

B. Simons spoke with head of OWLS and she's contacting Outagamie County to find out if they are paying in 2016. He will follow up with her as well as the Library Board's attorney.

1a

## **B. UPDATE AND POSSIBLE ACTION ON USE OF LIBRARY 425 FUND**

No action needed as it was decided by the County Board to use the General Fund to expand the Southwest Branch.

## **IX. PERSONNEL COMMITTEE**

A meeting is scheduled on September 8 with Brian for the Personnel Committee to conduct his six-month review. A closed session will be held at the next board meeting for full-board consideration.

## **X. NICOLET FEDERATED LIBRARY SYSTEM**

Chris reported on strategic plan, but no mention was made of merging federated systems. It was reported that there was a \$75,000 shortfall in the budget for operating expenses. Ryan Kuehn joined the NFLS board.

## **XI. PRESIDENT'S REPORT**

No report.

## **XII. LIBRARY DIRECTOR'S REPORT.**

K. Pletcher commented that the smart goals and 2016 initiatives presented by B. Simons were great and the library's achievements thus far were impressive. J. Van Dyck suggested moving the deadline date of Goal # 4 to February, 2016. It was asked how Goal # 1, increasing access to technology for the public by investing in inexpensive e-readers, tablets and Chromebooks that could be checked out from the library be accomplished. B. Simons suggested that the library would start with a pilot project. There are many options to track or shut them down if they would be stolen.

B. Simons noted that the being a member of the Greater Green Bay Chamber has much value (the County pays for a blanket membership). He has spoken to their Young Professionals and the membership has been impressed by the databases the library offers and amazed by what the library does for businesses. B. Simons recently spoke to Brown County Tax Payers Association and they, too were impressed with business resources available at the library, and offered positive feedback.

Regarding the Deputy Director search, there have been six applicants (one internal) and a few that are viable. The posting will remain active in order to collect additional applicants. The interview process, including questions, is being designed.

B. Simons was appointed to St. John's Homeless/ Micha Center Leadership Council.

He shared library accomplishments and 2016 initiatives with Culture Keepers (formerly Work Rules).

He also attended Representative John Nygren's (Assembly District 89, R- Marinette) steak fry and was able to speak with Tommy Thompson, WLA lobbyists, Bill Smith from National Federation of Independent Business (NFIB) and others all who were impressed with what library offers. It was noted that Nygren's and the library's agendas align quite well.

## **XIII. SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW**

None.

## **IX. MEETING SUMMARY/NEXT MEETING PLANNING**

Spending bonding money; closed meeting for director evaluation.

## **X. ADJOURNMENT**

**Motion** by T. Nixon, seconded by C. Wagner, to adjourn the meeting. **Motion carried.**

The meeting adjourned at 7:15 p.m.

## **NEXT REGULAR MEETING**

**September 17, 2015**

**Central Library**

**515 Pine Street, downtown Green Bay**

**5:15 p.m.**

1a

Respectfully submitted,

Dr. Christopher Wagner, Library Board Secretary  
Sue Lagerman, Recording Secretary



Bridging Communities. Connecting Generations.

### **PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM GOVERNING BOARD**

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, August 10, 2015 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

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PRESENT: Kevin Kuehn, Erik Hoyer, Sandy Juno, Kramer Rock and Diane Ford  
ALSO PRESENT: Kevin Cullen, Lisa Zimmerman, Kasha Huntowski, and Beth Lemke

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#### **CALL MEETING TO ORDER**

1. Chairman Kuehn called the meeting to order at 4:32PM.
2. APPROVE/MODIFY AGNEDA

Motion made by Erik Hoyer and seconded by Diane Ford to approve the agenda.  
Vote taken. MOTION APPROVED UNANIMOUSLY.

#### **3. Museum Directors Report.**

As part of the 2016 budget process Museum Director Lemke provided board members a copy of the 2016 Variations to Department Budget that was submitted to Administration. Director Lemke highlighted a few revenue and expense budget lines for clarification. Museum Director Lemke reminded the board that the proposed fee increases in 2016 would allow for a balanced budget and provide for marketing and promotions of the 2016 exhibits the Neville Public Museum Foundation supports financially. Additionally, the proposed admission fee increase offsets the expense of 2016 advertising and public notice. Discussion ensued, no action taken.

Museum Director Lemke provided an update on museum promotions which include:

1. A 30 second Spies commercial is running on WJMN in Marquette MI
  2. A 30 second Spies PSA is running in WFRV
  3. A 15 second Spies commercial is running on Cumulus Broadcasting on Star 98
  4. The Spies Metro Bus ad will run thru August
  5. The Extreme Deep bus ad stated running this month and will run thru December
  6. A 30 second Extreme Deep commercial will begin to run in August on WBAY
  7. A new Facebook ad campaign is up and running (Spies-August, Extreme Deep October and November) –this time there is no offer to claim—we are just boosting an ad
  8. Press Gazette print media campaign will begin to run Thursday 8/6 thru Thursday 12/24. Quarter pages ads will vary between Spies, Snapshots in Time, Extreme Deep, Cellar Series, and Membership
  9. WFRV will also record a Sisters in Spirt PSA once the exhibit is up in September
- Discussion ensued, no action taken.

Museum Director Lemke updated the board on an incident involving a group of men in Veterans Park in July that ended up in the museum's front parking lot. Security and safety of guests, staff and collections were discussed. Director Lemke stated that in June all staff participated in personal safety training with Captain Dan Sandberg. In July, staff participated in blood born pathogen training. In August, staff participated in active shooter training and in September staff will go through fire extinguisher training with Lieutenant Nick Craig. At the same time staff is updating both the collections and personal building safety policies and action plans. Discussion ensued, no action taken.

4. Update on visitor exhibit evaluation process

Curator Lisa Zimmerman gave a PowerPoint presentation on the recent collection of *Building Our Community* gallery observations, visitor interviews, social media comments, online comments, and in lobby comment book reviews. There are several positive reviews and few comments the museum team needs to take into consideration when determining temporary exhibit subjects as well as in the visitor experience planning for the main exhibit gallery. Overall the plan in place is strong but more data needs to be collected as the sample size is small.

The purpose of observation is to use the data to drive future decisions and secure potential funding sources. Collecting data internally also assists in the visitor experience planning process as the museum will have information in hand and will not require additional expenses with a future vendor to in acquiring data.

In September Research Technician Ryan Swadley will present data and analysis on summer program surveys and Curator Lisa Zimmerman and Communication Coordinator Rachel Paterson will be presenting an update on a new social media plan for the museum.

Discussion ensued; staff was commended on the process and encourages continuing capturing data to share with the board, on no action taken.

**2015 Governing Board Meeting Dates**

Monday, October 12, 2015

Monday, November 9, 2015

Monday, December 14, 2015

5. Such other matters as authorized by law:

Next meeting of the Neville Public Museum Governing Board will be **Monday, September 14, 2015 at 4:30pm.**

6. Adjournment. Motion to adjourn made at 5:33PM by Erik Hoyer and seconded by Diane Ford Vote taken.

MOTION APPROVED UNANIMOUSLY





Bridging Communities. Connecting Generations.

**PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM GOVERNING BOARD**

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, September 14, 2015 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

---

PRESENT: Kevin Kuehn, Bernie Erickson, Erik Hoyer, Kramer Rock and Diane Ford  
ALSO PRESENT: Kevin Cullen, Lisa Zimmerman, Ryan Swadley, Rachel Patterson, Kasha Huntowski, and Beth Lemke

---

CALL MEETING TO ORDER

1. Chairman Kuehn called the meeting to order at 4:32PM.
2. APPROVE/MODIFY AGNEDA

Motion made by Erik Hoyer and seconded by Diane Ford to approve the agenda.  
Vote taken. MOTION APPROVED UNANIMOUSLY.

3. Update on program evaluation process  
Research Technician Ryan Swadley provided copies of public program evaluations and a chart of participant comments for the Building our Community and Spies lecture series. He has already used program suggestions to schedule 2016 public programs as well as redefine program series. In 2016 the Neville will debut 4 Hardcore History lectures and monthly Exhibits Exposed programs which will allow visitors to have more interaction with museum staff and artifacts related to the exhibits. Capturing on going evaluation is critical and part of the job responsibilities. Supervisor Hoyer recommended working in advance with WPR to have speakers traveling to Green Bay possibly provide interview segments on the Ideas network. Museum Director Lemke will be reaching out to WPR to follow up.

Discussion ensued; staff was commended on the process and encouraged to continue capturing data to share with the board, no action taken.

4. Update on social media plan  
Neville Public Museum Foundation Communications Coordinator Rachel Patterson shared the most recent stats on the Neville Dinos Taking Over Social Media (1 month check-in).

The dinos are "finding their place" at the museum-as a response to visitor questions about whether or not a dinosaur exhibit coming. Staff also used them as a way to make teaching museum etiquette more fun.

Each dino has a personality that can be seen in their actions and is named after an individual who loved and made contributions to the City of Green Bay and the NPM--Arthur (Neville), Ella (Neville), Frank (Duchateau), and Sophie (Beaumont).

### Social Media Reach

Staff are still trying to figure out which social media platform is best-we started with Twitter (we only have 22 followers but those do include UWGB, Green Bay CVB, City of Green Bay, Appleton Post Crescent, Oneida Library).

To date statistics show 5,923 impressions and 1,126 profile clicks and counting.

The blogs posted through the Museum's Facebook account reached 1,366 and 1,543 people respectively.



Discussion ensued; staff was commended on the process and encouraged to continue capturing data to share with the board, no action taken.

5. Update on temporary exhibit survey

Curator Lisa Zimmerman gave a PowerPoint presentation on the recent collection of a temporary exhibit survey that was shared with the email addresses in the Museum's Constant Contact account. Nearly 350 responses were collected and staff has begun analyzing the data collected by membership, age, gender and the written in comments to take action on future decisions of temporary exhibit subjects. Kramer Rock asked if this type of engagement would be on going. Museum Director Lemke stated yes this data collection is an ongoing effort of the department to make the best decisions for the future of the Museum exhibits, programs and fundraising. Supervisor Erickson shared comments on working with possible dealerships on a motorcycle exhibit tied to geography and anniversary events. Chair Kuehn provided information on social media content he received about a Super Harvest Moon Total Eclipse and related pubic programs as possible options for the upcoming Astronomy exhibit in summer of 2016. Discussion ensued; staff was commended on the process and encouraged to continue capturing data to share with the board, no action taken.

6. Museum Directors Report.

Museum Director Lemke announced that the Education Specialist was no longer employed with Brown County as 180 calendar days of Short Term Disability was reached by the employee.

As part of the 2016 budget process Museum Director Lemke shared that the Education and Recreation Committee would be taking up the Museum's budget on Thursday, October 8, 2015 starting at 4pm at the Northern Building. At the Executive level an additional \$20,000.00 in levy has been added to the Museum's marketing line item. The money is to be only used to increase visitorship to the museum. Museum Director Lemke is to provide an accounting of those dollars and a measure to see how much money the \$20,000 investment generated. Museum Director Lemke provided the board an updated marketing/promotions budget with fixed expenses and variable expenses split out. Once the Museum's budget advances Museum Director Lemke will provide the board an updated marketing/promotions budget at the December meeting. Discussion ensued, no action taken.

**2015 Governing Board Meeting Dates**

Monday, November 9, 2015

Monday, December 14, 2015

7. Such other matters as authorized by law:

Next meeting of the Neville Public Museum Governing Board will be **Monday, October 12, 2015 at 4:30pm.**

8. Adjournment. Motion to adjourn made at 5:28PM by Kramer Rock and seconded by Diane Ford Vote taken.

**MOTION APPROVED UNANIMOUSLY**



**BROWN COUNTY  
BOARD OF SUPERVISORS  
COURT HOUSE  
GREEN BAY, WISCONSIN**

BROWN COUNTY BOARD OF SUPERVISORS

Meeting Date: Aug. 19<sup>th</sup> 2015

Agenda No. : \_\_\_\_\_

Motion from the Floor

I make the following motion: that the Brown County Board,  
in collaboration with staff, the library board and  
the community, build a comprehensive plan to  
update aging library facilities; especially central  
library, to improve the quality of service, efficiency,  
space ~~and~~ and budget.

Ed E. Rec / PT:ID

Signed: \_\_\_\_\_

District No.: 5

(Please deliver to the County Clerk after the motion is made for recording into the minutes.)

# Museum

## Budget Status Report (Unaudited) For October Ed & Rec meeting

	Adopted Budget	YTD Actual	YTD Percentage	Comments:
Property Taxes	\$ 833,416	\$ 555,611	66.7%	
Intergov Revenue	\$ 25,000	\$ -	0.0%	
Public Charges	\$ 163,475	\$ 67,625	41.4%	
Miscellaneous/ Donation Revenue	\$ 246,000	\$ 146,918	59.7%	
Other Financing Sources	\$ 74,000	\$ 24,000	32.4%	
Personnel Costs	\$ 596,423	\$ 342,367	57.4%	
Operating Expenses	\$ 745,468	\$ 432,188	58.0%	
Outlay	\$ -	\$ -	#DIV/0!	

### Comments:

**Public Charges:** include gate, photo sales, vending and room rental.

**Other Financing:** intrafund transfer for Master Planning, \$74,000 carry over to FY15

**Miscellaneous Revenue:** includes NPMF funds for exhibits and programs.

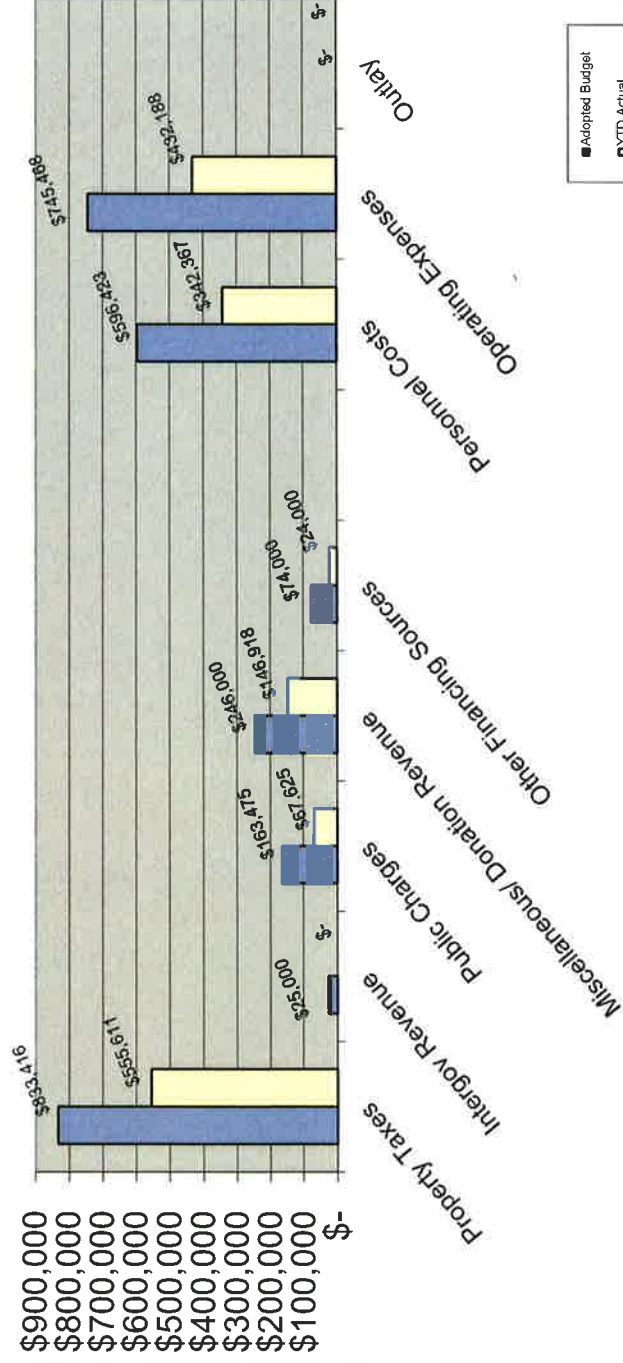
NPMF uses intra-county expense Copy Center

charge back amounts are deposited in Miscellaneous Revenue line

**Intergov Revenue:** NPMF did not receive WI State Dept of Tourism JEM grant.

**Operating Expenses** has a YTD encumbrance amount of \$61,983.11 due to Security Contract and Advertising

## Museum - August 31, 2015



3

**From: Museum**

Ex: Transfer, Wage, Working Conditions



## **Bridging Communities. Connecting Generations.**

### **Neville Public Museum Director's Report Education & Recreation Committee Brown County Board of Supervisors October 8, 2015**

**Operations:** As part of the strategic planning process and annual budget process the Neville circulated a temporary exhibit survey. Data collected will be used to discuss temporary exhibit subjects for 2017-2019 alongside the museums key messaging. Three hundred and forty four responses were collected from the following breakdown: 33.33% members, 64.33% non-members, with 2.33% unsure. 74% of the respondents were female with the remaining 26% male.

#### Questions asked

- Are you a member of the Neville Public Museum?
- What is your gender?
- What is your age?
- How many times have you visited the museum?
- What exhibits would you like to see at the Neville? (Choose 5)
- Other exhibit or theme suggestions
- What's most important to you when viewing a museum exhibit?
- What's most important to you when you visit a museum?
- Do you have any other comments, questions, or concerns?

#### Members Top 10 Exhibits

- History of Brown County
- History of Candy Shops
- Fort Howard (Military Post)
- Shipwrecks
- Circus in Wisconsin
- Dairy Culture in Wisconsin
- Women's Suffrage
- Fine Arts
- Oneida Pottery
- Historic Neon Signs

#### Non-Members Top 10 Exhibits

- Shipwrecks
- History of Candy Shops
- History of Brown County
- Fort Howard (Military Post)
- Photography from Around the World
- WWII
- Legos
- Wisconsin Dairy Culture
- Circus in Wisconsin
- Astronomy

**The Neville Public Museum Governing Board** met on Monday, September 14, 2015. Museum Staff provided updates on program evaluation, social media and a temporary exhibit survey.

As part of the 2016 budget process Museum Director Lemke shared that the Education and Recreation Committee would be taking up the Museum's budget on Thursday, October 8, 2015 starting at 4pm at the Northern Building. At the Executive level an additional \$20,000.00 in levy has been added to the Museum's marketing line item. The money is to be only used to increase visitorship to the museum. Museum Director Lemke is to provide an accounting of those dollars and a measure to see how much money the \$20,000 investment generated. Museum Director Lemke provided the board an updated marketing/promotions budget with fixed expenses and variable expenses split out. Once the Museum's budget advances Museum Director Lemke will provide the board an updated marketing/promotions budget at the December meeting.

**Neville Public Museum Foundation:** The Neville Public Museum Foundation Board met on Tuesday, September 8, 2015. Museum Director Lemke provided an update on attendance, staffing and promotions. Additionally, 2016 Department Initiatives were shared as part of the Brown County Budget process.

**Museum Strategic Planning:** STRATEGIC AUDIENCE ANALYSIS & KEY MESSAGE SERVICES

**Bridging Communities. Connecting Generations.**

**Key Audiences:** Families, Educators, Member/Donors and Local Businesses

The Leadership Team continues work on the following opportunities as part of the Neville's Strategic Planning.

- Use the strategic purpose to hold employees accountable. This means routinely asking the employees to show how they have improved "bridges to the community" and "connecting generations".
- Train employees on how to use the strategic purpose statement in their daily interactions and decision-making.
- Advocate for the Neville based on the strategic purpose. Seize every chance to amplify on the core message of "Bridging communities. Connecting generations."
- Re-orient marketing efforts around the strategic purpose.

**Current Temporary Exhibits:**

***EXTREME DEEP: Mission to the Abyss***

Take a deep dive into the mysterious world of deep-sea exploration at the Neville Public Museum. Presented by Evergreen Exhibitions in collaboration with Woods Hole Oceanographic Institution, *EXTREME DEEP* is an interactive exhibit that highlights the adventures of deep-sea discovery through cutting-edge science and technology. Newly discovered life forms, thermal vents, close-up views of deep-sea research submersibles, and shipwrecks, including the *Titanic*, are among the attractions in this deep-sea adventure. (Sept. 19, 2015 — Jan. 3, 2016)

***Sisters in Spirit: Native American Stories in Rocks and Beads***

Wisconsin is a unique mixture of immigrant and native populations. Living together in complicated relationships for hundreds of years, both populations shaped the State in which we live. *Sisters in Spirit: Native American Stories in Rocks and Beads* displays the works of two artists – one Oneida and one from European stock – who both hear the whispers of the original occupants of our shared home. When their work is viewed together, the viewer gets a compelling glimpse of the continuing influence of Native Americans on contemporary Wisconsin art. Through their art, the ancient stories of our land speak again. (Sept. 26, 2015 — Feb. 14, 2016)

**Celebrate Centennial Programming:**

**October 2015**

**Saturday 10/3/15 Explorer Saturday - *Extreme Deep* Noon – 3:00 p.m.**

**Saturday 10/3/15 Home Movie Day 2015 1:00 – 4:00 p.m.**

**Tuesday 10/6/15 Lecture Series - *Extreme Deep* Shipwrecks of the Deep 6:00 – 7:00 p.m.**

**Wednesday 10/7/15 Neville Public Museum Astronomical Society - 6:30 - 8:30 p.m.**

**Wednesday 10/7/15 International Film Series - *Illegal* (Belgium) 7:00 – 9:00 p.m.**

**Thursday 10/8/15 Exhibit Reception - *Sisters in Spirit* 6:00 – 8:00 p.m.**



Tuesday 10/13/15 Lecture Series - *Extreme Deep* Great Lakes: Future and Responsibility 6:00 – 7:00 p.m.  
 Thursday 10/15/15 Cellar Series brewing - Oktoberfest Bier recipe 6:00 – 7:30 p.m.  
 Tuesday 10/20/15 Lecture Series - *Extreme Deep* 6:00 – 7:00 p.m.  
 Wednesday 10/21/15 Neville Public Museum Geology Club meeting and program 6:30 – 8:30 p.m.  
 Wednesday 10/21/15 International Film Series - Ida (Poland) 7:00 – 9:00 p.m.  
 Thursday 10/22/15 Youth Program - performance of the Dr. Rosa Minoka-Hill Story 1:00 – 2:30 p.m.  
 Thursday 10/22/15 Dinner Program - The Dr. Rosa Minoka-Hill Story 5:00 – 7:00 p.m.  
 Saturday 10/24/15 Kids and Canoes 10:00 a.m. – Noon  
 Thursday 10/29/15 Cellar Series bottling - Oktoberfest Bier 6:00 – 7:30 p.m.  
 Thursday 10/29/15 Public Program - Jennifer M. Stevens Iroquois Pottery 6:00 – 7:00 p.m.  
 Friday 10/30/15 School Day Off - Robotics with UW-Extension 9:00 a.m.-noon and 1:00 -4:00 p.m.

### November 2015

Wednesday 11/4/15 Neville Public Museum Astronomical Society - 6:30 – 8:30 p.m.  
 Wednesday 11/4/15 International Film Series -Before your Eyes (Turkey) 7:00 – 9:00 p.m.  
 Wednesday 11/4/15 Neville Public Museum Geology Club - Board Meeting 6:30 – 8:30 p.m.  
 Thursday 11/5/15 Cellar Series brewing - Highland Scotch Ale 6:00 – 7:30 p.m.  
 Saturday 11/7/15 Explorer Saturday - Jennifer Stevens Noon – 3:00 p.m.  
 11/12/15 Current Young Professionals Event (Brewing & Bottling) 5:00-8:00 p.m.  
 Tuesday 11/17/15 Youth Program - performance of Etty 1:00 – 2:30 p.m.  
 Tuesday 11/17/15 Dinner Program - Roll out the Barrels 5:00 – 7:00 p.m.  
 Wednesday 11/18/15 Neville Public Museum Geology Club - meeting and program 6:30 – 8:30 p.m.  
 Wednesday 11/18/15 International Film Series - Big Deal on Madonna Street (Italy) 7:00 – 9:00 p.m.  
 Thursday 11/19/15 Cellar Series bottling - Highland Scotch Ale 6:00 – 7:30 p.m.  
 Saturday 11/21/15 Holiday Parade  
 Saturday 11/21/15 Children Only Shop Noon – 3:00 p.m.  
 Saturday 11/21/15 Visit with Bruce the Spruce 10:00 a.m. –& 1:00 -3:00 p.m.  
 Sunday 11/22/15 Visit with Bruce the Spruce 10:00 a.m. –& 1:00 -3:00 p.m.  
 Wednesday 11/25/15 School Day Off - Art with UW-Extension 9:00 a.m. – Noon, 1:00 – 4:00 p.m.  
 Friday 11/27/15 Children Only Shop Noon – 3:00 p.m.  
 Saturday 11/28/15 Children Only Shop Noon – 3:00 p.m.  
 Saturday 11/28/15 Visit with Bruce the Spruce 10:00 a.m. –& 1:00 -3:00 p.m.  
 Sunday 11/29/15 Visit with Bruce the Spruce 10:00 a.m. –& 1:00 -3:00 p.m.

### December 2015

Wednesday 12/2/15 Neville Public Museum Astronomical Society - 6:30 – 8:30 p.m.  
 Wednesday 12/2/15 International Film Series - Dreams of Dust (Burkina Faso) 7:00 – 9:00 p.m.  
 Wednesday 12/2/15 Children Only Shop 5:00 p.m. – 7:00 p.m.  
 Wednesday 12/2/15 Visit with Bruce the Spruce 5:00 p.m. – 8:00 p.m.  
 Thursday 12/3/15 Cellar Series brewing - King Midas Mead 6:00 – 7:30 p.m.  
 Saturday 12/5/15 Explorer Saturday - *Sisters in Spirit* “Tell your Story” Noon – 3:00 p.m.  
 Saturday 12/5/15 Children Only Shop Noon – 3:00 p.m.  
 Saturday 12/5/15 Visit with Bruce the Spruce 10:00 a.m. – Noon & 1:00 -3:00 p.m.  
 Sunday 12/6/15 Visit with Bruce the Spruce 10:00 a.m. – Noon & 1:00 -3:00 p.m.  
 Tuesday 12/8/15 Night at the Museum Centennial Celebration 5:30- 9:30 p.m.  
 Wednesday 12/9/15 Dinner Program – Elizabeth Baird Remembers 5:00 – 7:00 p.m.  
 Saturday 12/12/15 Children Only Shop Noon – 3:00 p.m.  
 Saturday 12/12/15 Visit with Bruce the Spruce 10:00 a.m. – Noon & 1:00 -3:00 p.m.  
 Sunday 12/13/15 Visit with Bruce the Spruce 10:00 a.m. – Noon & 1:00 -3:00 p.m.  
 Wednesday 12/16/15 International Film Series - Tea Time (Chile) 7:00 – 9:00 p.m.  
 Thursday 12/17/15 Cellar Series bottling- King Midas Mead 6:00 – 7:30 p.m.  
 Saturday 12/19/15 Children Only Shop Noon – 3:00 p.m.  
 Saturday 12/19/15 Visit with Bruce the Spruce 10:00 a.m. – Noon & 1:00 -3:00 p.m.  
 Sunday 12/20/15 Visit with Bruce the Spruce 10:00 a.m. – Noon & 1:00 -3:00 p.m.

**Saturday 12/26/15 Visit with Bruce the Spruce 10:00 a.m. – Noon & 1:00 -3:00 p.m.**  
**Sunday 12/27/15 Visit with Bruce the Spruce 10:00 a.m. – Noon & 1:00 -3:00 p.m..**  
**Tuesday 12/29/15 Visit with Bruce the Spruce 10:00 a.m. – Noon & 1:00 -3:00 p.m.**  
**Wednesday 12/30/15 Visit with Bruce the Spruce 10:00 a.m. – Noon & 1:00 -3:00 p.m.**  
**Thursday 12/31/15 US Bank Eve's 25<sup>th</sup> Anniversary- 9:00 a.m. – 6:00 p.m. free admission 3:00 – 6:00 p.m.**  
**Thursday 12/31/15 Visit with Bruce the Spruce 3:00 – 6:00 p.m.**

**Neville Public Museum Website:** 2014 total visits = 131,438 (\*62% increase over 2013)  
 January 2015 **Visits** 22,198 (\*76% increase in visits from January 2014) **Page Views** 33,759  
 February 2015 **Visits** 17,591 (\*78% increase in visits from February 2014) **Page Views** 29,120  
 March 2015 **Visits** 18,269 (\*74% increase in visits from March 2014) **Page Views** 22,841  
 April 2015 **Visits** 16,289 (\*99% increase in visits from April 2014) **Page Views** 24,963  
 May 2015 **Visits** 13,662 (\*52% increase in visits from May 2014) **Page Views** 21,791  
 June 2015 **Visits** 15,709 (\*61% increase in visits from June 2014) **Page Views** 25,094  
 July 2015 **Visits** 17,616 (\*57% increase in visits from June 2014) **Page Views** 27,323  
 August 2015 **Visits** 20,006 (\*37% increase in visits from August 2014) **Page Views** 29,522

**Neville Public Museum Online Photo Sale site visitation:**

<http://photos.nevillepublicmuseum.org/>



<b>May '15</b>	Visits 767	Page Views 8,953
<b>June '15</b>	Visits 1,025	Page Views 16,353
<b>July'15</b>	Visits 1,742	Page Views 19,379
<b>August '15</b>	Visits 1,229	Page Views 20,796

**Neville Public Museum Facebook:**

**FY 2014**

Total Page Likes	73,553
New Likes	833
People Engaged	24,712
Total reach	1,127,429

**2015**

January reach	37,055
February reach	92,044
March reach	102,471
April reach	143,821
May reach	53,979
June reach	29,269
July reach	45,114
<b>August reach</b>	<b>123,967</b>

## Neville Public Museum Attendance and Revenue Comparison

	2014		2015		Att
	Attendance	Admission Revenue	Attendance	Admission Revenue	
January	1,825	\$4,601.00	3,847	\$ 8,068.50	
February	2,545	\$4,401.00	4,639	\$ 8,581.00	
March	3,280	\$7,959.50	3,388	\$ 6,749.00	
April	3,705	\$6,518.00	3,118	\$ 4,290.50	
May	3,517	\$6,212.00	3,127	\$ 4,488.50	
June	3,358	\$7,890.50	3,212	\$ 6,439.75	
July	3,623	\$11,645.50	2,913	\$ 6,681.50	
August	4,222	\$11,946.00	3,338	\$ 8,064.00	
September	2,881	\$6,359.50			
October	4,059	\$9,668.50			
November	5,576	\$14,606.00			
December	7,864	\$22,542.50			
<b>TOTALS</b>	<b>46,455</b>	<b>\$114,350.00</b>	<b>27,582</b>	<b>\$53,363</b>	

## Neville Public Museum Attendance and Revenue August 2015

Date	Day	Admission	Guided Tours	Self-Guided Tours	Facility Rental/Meeting Attendees	Event/ Program Attendance	Total Attendance	Total Admission Revenue (Net)	Total Facility Rental Revenue
1	Saturday	102					102	\$202.00	
2	Sunday	132					132	\$401.00	
3	Monday						0		
4	Tuesday	78	31				109	\$309.00	
5	Wednesday	169		2		73	244	\$146.00	
6	Thursday	100					100	\$186.00	
7	Friday	211		2			213	\$705.00	
8	Saturday	149			57		206	\$409.00	\$1,300.00
9	Sunday	94					94	\$295.50	
10	Monday						0		
11	Tuesday	90			12	47	149	\$246.50	\$165.00
12	Wednesday	73	21	81	66		241	\$381.50	
13	Thursday	121	12				133	\$391.00	
14	Friday	88				8	96	\$250.00	
15	Saturday	104				36	140	\$335.00	
16	Sunday	77					77	\$286.50	
17	Monday						0		
18	Tuesday	169					169	\$540.50	
19	Wednesday	107			10	59	176	\$314.00	\$310.00
20	Thursday	127					127	\$305.50	
21	Friday	56					56	\$170.00	
22	Saturday	71					71	\$191.00	
23	Sunday	89					89	\$317.00	
24	Monday						0		
25	Tuesday	70		4	12		86	\$241.00	
26	Wednesday	87			16		103	\$270.50	
27	Thursday	95	9	3		67	174	\$331.00	
28	Friday	101		4			105	\$324.50	
29	Saturday	108			26		134	\$362.00	\$250.00
30	Sunday	62					62	\$153.00	
31	Monday						0		
<b>TOTAL</b>		<b>2,730</b>	<b>73</b>	<b>96</b>	<b>199</b>	<b>290</b>	<b>3,388</b>	<b>\$8,064.00</b>	<b>\$2,025.00</b>

July Total Attendance	2,913
July Outreach	1,868
July Grand Total Served	4,781

August Total Attendance	3,388
August Outreach	1,571
August Grand Total Served	4,959

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**Bridging Communities. Connecting Generations.**

**Neville Public Museum 2016 Department Budget Summary  
Education & Recreation Committee Brown County Board of Supervisors  
October 8, 2015**

**Highlights:**

- The general levy increased due to anticipated plans to increase marketing initiatives as well as cover increased intra county expenses.
- Intergovernmental revenue decreased due to a reduction in grant funding.
- There are no outlay requests for the department in 2016.
- Miscellaneous revenue also decreased as funding from the Neville Public Museum Foundation was adjusted according to the exhibit plan for 2016. \*Neville Public Museum Foundation exhibit and programming expenses below.
- Operating expenses decreased partially due to reduced donations and funds spent on master planning professional services. \* Note #2 Top Three Funding Requests provided below.
- Public charges increased reflecting adult admission fee increase as well as rate and fee adjustments for photo sales and room rentals.

**2016 Exhibit Budget**

<i>Art Colony (includes reception costs)</i>	\$2,500.00
<i>Feline Fine (\$12,000 rental/\$4,500 shipping) (includes co-reception costs)</i>	\$18,750.00
<i>Lure of the Ocean: The Art of Stanley Meltzoff (\$5000 shipping)</i>	\$6,000.00
<i>Artistic Discovery: 2016 Congressional Art</i>	\$500.00
<i>Life and Death at Fort Howard (includes reception costs)</i>	\$38,500.00
<i>71th Art Annual</i>	\$5,000.00
<i>Ice Age Imperials (\$43,499 rental/\$10,000 shipping) (\$2,175 deposit paid in 2015) (includes reception costs)</i>	\$54,575.00
<i>NPM Astronomy</i>	\$8,000.00

<b><i>Through the Needle's Eye Contract Embroidery</i></b> <b>Guild (\$1500 rental, \$500 paid in 2015)</b>	\$1,500.00
<b><i>Holiday Memories (includes reception costs)</i></b>	\$8,000.00
<b>MGE Upgrades CY2016</b>	\$4,000.00
<b>First Floor Hallway</b>	\$1,000.00
<b>Mezzanine</b>	\$2,000.00
<b>General Exhibits</b>	\$500.00
<b>Deposits (2018 <i>Into the Arctic</i> due 1/8/16</b> <b>(\$825.50)</b>	\$3,500.00
<b>Total Exhibits</b>	<b>\$154,325.00</b>
<b>Programing: Education and Events</b> *includes Carl Vandeheyden request	<b>\$20,500.00</b>
<b>Grand Total Exhibits/Programs</b>	<b>\$174,825.00</b>

**Neville Public Museum 2016 Department Initiatives and Top Three Funding Requests**  
**Education & Recreation Committee Brown County Board of Supervisors**  
**September 22, 2015**

**2016 Department Initiatives**

**Strategic Messaging:** The Museum Leadership Team will use the 2015 strategic purpose to hold employees accountable. This means routinely asking the employees to show how they have improved “bridges to the community” and “connecting generations”. The team along with the boards will provide continuous training for employees on how to use the strategic purpose statement in their daily interactions and decision-making.

**Visitor Experience:** Museum staff will work with Brown County Administration, Neville Public Museum Foundation Board, consultants, stakeholders and the community on the formulation and implementation of a Visitor Experience & Architectural Exhibition Master Plan that will focus on the future direction of museum exhibit design for both the permanent exhibit *Edge of the Inland Sea* and the various temporary exhibit spaces.

**Brown County 1818-2018:** Museum staff will develop a process to collaborate with Brown County Departments and other Brown County cultural organizations in a dialogue on the upcoming 200<sup>th</sup> Anniversary of Brown County.

**Digital Initiative:** Additionally, the Museum will secure funding to improve and expand Digital Initiatives, which include adding new educational content to the Museum’s website and allowing for historic images to be searched and purchased online.

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### Top Three Funding Requests

1. Advertising and promotion of exhibits, programs, and strategic message: The Neville Public Museum averages \$20,000 in fixed and approximately \$12,000 in variable marketing and promotions costs per financial year. Trade and in kind marketing and promotions costs are negotiated each year. In fiscal year 2015 over \$30,000 of marketing and promotions of the museum was provided in trade and in kind donation. In budget conversations with the Executive Office \$20,000 has been appropriated in fiscal year 2016's advertising and public notice budget line.
2. Visitor Experience: As part of a third quarter initiative the Museum has been collecting and interpreting temporary gallery observations, visitor interviews, social media comments, online comments, and in lobby comment book reviews. There are several positive reviews and a few comments the museum team needs to take into consideration when determining temporary exhibit subjects, as well as in the visitor experience planning for the main exhibit gallery. Overall the collection plan in place is strong, but more data needs to be collected as the sample size is small.

The purpose of observation is to use the data to drive future decisions and secure potential funding sources. Collecting data internally also assists in the Visitor Experience & Architectural Exhibition Master Plan process as the museum will have information in hand and will not require additional expenses with a future vendor to acquiring data.

There are general fund appropriations to cover this expense in 2016. Depending on the outcome of the Visitor Experience & Architectural Exhibition Master Plan future funds may be necessary to carry the plan forward in phase two (Design Development Phase) and phase three (Construction and Installation Phase).

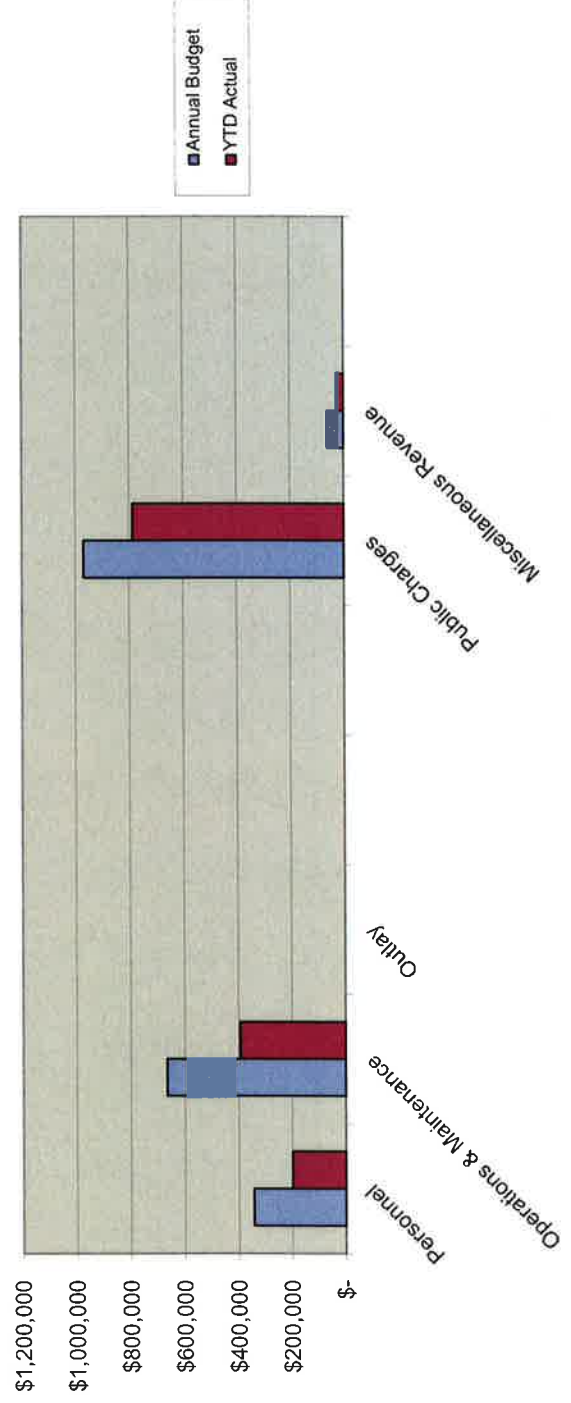
3. Basic infrastructure: The museum table of organization is lean. With a new leadership team in place museum staff have begun to form a new team model with a strong program emphasis and cross training of capacities focused on "bridges to the community" and "connecting generations". In fiscal year 2016 Museum Director Lemke will continue to find efficiencies in the operational costs. In a few cases basic infrastructure will need to be funded to create greater efficiencies. An example would be continuing to work with Green Power Solutions to retrofit exhibit lighting fixtures from halogen to LED, reducing electrical costs. Additionally, Museum Director Lemke will be acquiring quotes to improve room rentals such as purchase of new lightweight conference tables, working with BC Facilities on removal of a non-load bearing wall, improving the grounds regarding the plant beds and the parking lot, as well as developing a technological plan to improve the exhibit design and production process for Museum Technicians.

8/31/2015

HIGHLIGHTS:			
The Golf Course is a seasonal operation that operates April through November. All expenses and revenues are well within budgeted amounts.			

	Annual Budget	YTD Budget	YTD %
Personnel	\$ 343,648	\$ 199,421	58%
Operations & Maintenance	\$ 666,643	\$ 394,206	59%
Outlay	\$ -	\$ -	0%
Public Charges	\$ 971,100	\$ 786,988	81%
Miscellaneous Revenue	\$ 58,500	\$ 26,842	46%
Public Charges consists of the following			
Green Fees	\$ 680,000.00	\$ 554,466.00	82%
Cart Fees	\$ 200,000.00	\$ 170,191.00	85%
Concessions	\$ 90,000.00	\$ 54,830.00	61%

## Golf Course Budget Analysis August 31, 2015



# Golf Course Superintendent's Report

October 8, 2015

During the month of September here are a few highlights of things that were done:

1. Golf Course Update
  - a. Golf Course is great shape
  - b. Fall Rates are now in place
  
2. Golf Course August Maintenance
  - a. Topdress all green and approaches
  - b. Fertilize all Fairways
  - c. Aerify all Greens
  - d. All scheduled fungicides have been applied
  - e. Veriticut all tees and topdress
  
3. Upcoming Projects and Maintenance
  - a. Irrigation Blowout
  - b. Drain and sod installation around main putting green
  - c. Sod removal and seed west practice green.
  - d. Tree marking for winter removal



Brown County NEW Zoo  
Budget Status Report (Unaudited)  
8/31/2015

2015

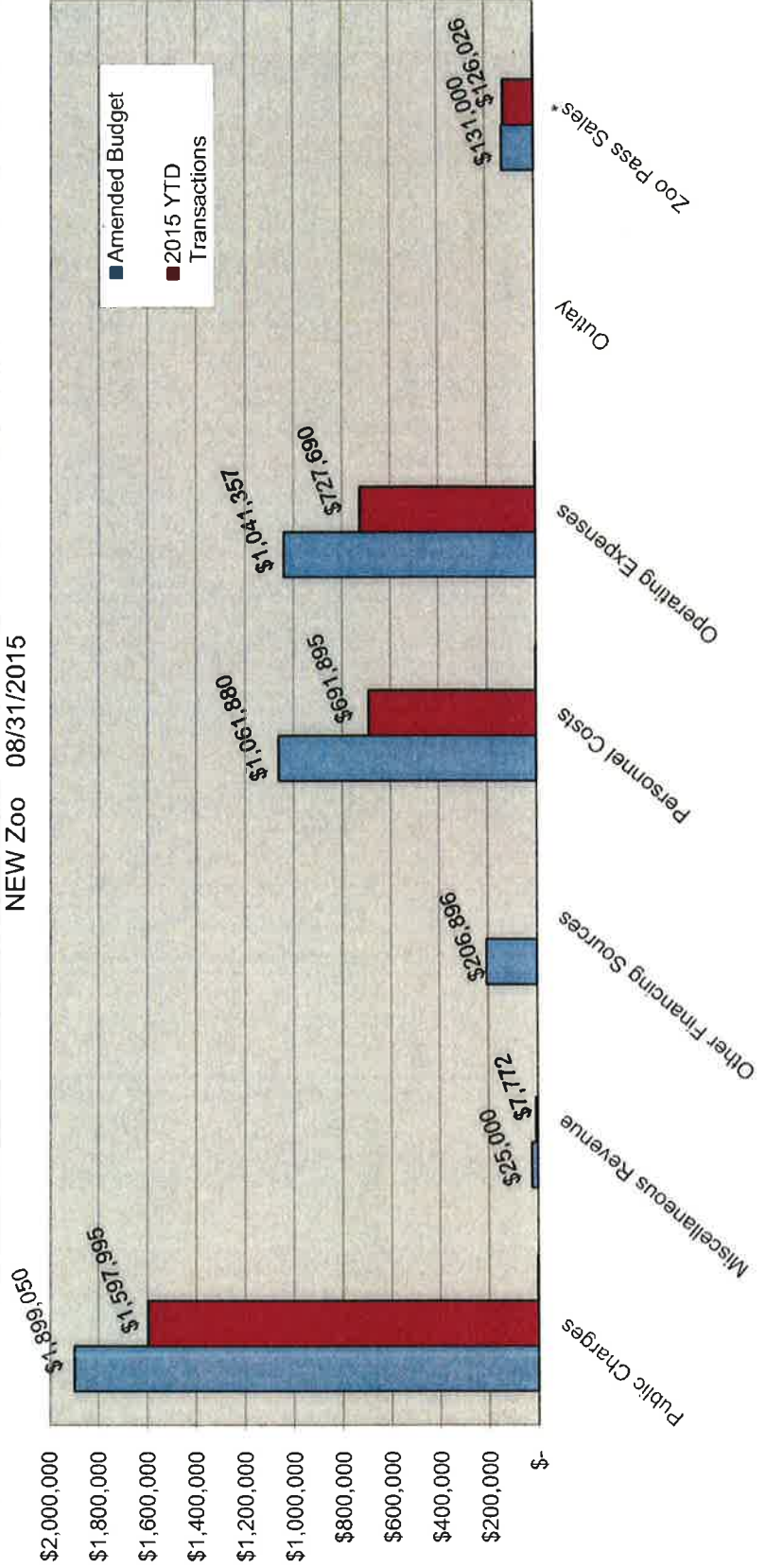
	Amended Budget	2015 YTD Transactions	Percent of Budget	2014 YTD Transactions	2013 YTD Transactions
Public Charges	\$ 1,899,050	\$ 1,597,995	84%	\$ 1,604,991	\$ 1,336,708
Miscellaneous Revenue	\$ 25,000	\$ 7,772	31%	\$ 5,968	\$ 14,223
Other Financing Sources	\$ 206,896	\$ -	0%	\$ 23,316	\$ 19,755
Personnel Costs	\$ 1,061,880	\$ 691,895	65%	\$ 651,559	\$ 630,390
Operating Expenses	\$ 1,041,357	\$ 727,690	70%	\$ 692,955	\$ 714,765
Outlay	\$ -	\$ -		\$ -	\$ 5,644
Zoo Pass Sales*	\$ 131,000	\$ 126,026	96%	\$ 124,721	\$ 103,612
Zoo Attendance		185,284		198,670	178,714

\*Zoo Pass Sales have been included in Public Charges ~ used for comparison only

Revenues: Public charges are slightly down from 2014.  
Attendance numbers are between to 2013 & 2014 to-date numbers.

Expenses: Personnel costs are up from 2014 as well as operating costs due to gift shop renovations and grounds improvements.

NEW Zoo 08/31/2015





# Budget by Account Classification Report

Through 08/31/15

Prior Fiscal Year Activity Included

Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
<b>Fund 640 - New Zoo</b>									
REVENUE									
Intergov Revenue	.00	.00	.00	.00	.00	.00	.00	+++	.00
Public Charges	1,899,050.00	.00	1,899,050.00	335,441.94	.00	1,597,994.88	301,055.12	84	1,604,990.61
Miscellaneous Revenue	25,000.00	.00	25,000.00	1,098.19	.00	7,772.35	17,227.65	31	5,968.10
Other Financing Sources	206,896.00	.00	206,896.00	.00	.00	.00	206,896.00	0	23,316.33
<b>REVENUE TOTALS</b>	<b>\$2,130,946.00</b>	<b>\$0.00</b>	<b>\$2,130,946.00</b>	<b>\$336,540.13</b>	<b>\$0.00</b>	<b>\$1,605,767.23</b>	<b>\$525,178.77</b>	<b>75%</b>	<b>\$1,634,275.04</b>
EXPENSE									
Personnel Costs	1,061,880.00	.00	1,061,880.00	136,125.64	.00	691,894.99	369,985.01	65	651,559.18
Operating Expenses	1,041,357.00	.00	1,041,357.00	98,320.17	1,585.00	727,690.14	312,081.86	70	692,955.20
Outlay	.00	.00	.00	.00	.00	.00	.00	+++	.00
<b>EXPENSE TOTALS</b>	<b>\$2,103,237.00</b>	<b>\$0.00</b>	<b>\$2,103,237.00</b>	<b>\$234,445.81</b>	<b>\$1,585.00</b>	<b>\$1,419,585.13</b>	<b>\$682,066.87</b>	<b>68%</b>	<b>\$1,344,514.38</b>
<b>Fund 640 - New Zoo Totals</b>									
REVENUE TOTALS	2,130,946.00	.00	2,130,946.00	336,540.13	.00	1,605,767.23	525,178.77	75	1,634,275.04
EXPENSE TOTALS	2,103,237.00	.00	2,103,237.00	234,445.81	1,585.00	1,419,585.13	682,066.87	68	1,344,514.38
<b>Fund 640 - New Zoo Totals</b>	<b>\$27,709.00</b>	<b>\$0.00</b>	<b>\$27,709.00</b>	<b>\$102,094.32</b>	<b>(\$1,585.00)</b>	<b>\$186,182.10</b>	<b>(\$156,888.10)</b>		<b>\$289,760.66</b>
<b>Grand Totals</b>									
REVENUE TOTALS	2,130,946.00	.00	2,130,946.00	336,540.13	.00	1,605,767.23	525,178.77	75	1,634,275.04
EXPENSE TOTALS	2,103,237.00	.00	2,103,237.00	234,445.81	1,585.00	1,419,585.13	682,066.87	68	1,344,514.38
<b>Grand Totals</b>	<b>\$27,709.00</b>	<b>\$0.00</b>	<b>\$27,709.00</b>	<b>\$102,094.32</b>	<b>(\$1,585.00)</b>	<b>\$186,182.10</b>	<b>(\$156,888.10)</b>		<b>\$289,760.66</b>

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## ZOO MONTHLY ACTIVITY REPORT For September 2015

### I. Zoo Director Report

Curator report

Operations report

Maintenance report

Education/Volunteer report

Director updates

## Animal Collection Report

### September 2015

Eleven year old female giraffe, Zuri, was recently diagnosed with cystic endometrial hyperplasia. This is an overproduction of the cells that form the lining of the uterus and can increase the likelihood of developing uterine infections. Veterinary exams were performed after the giraffe showed symptoms of the condition. Thanks to years of training, Zuri stood patiently for the ultrasound and exam that confirmed the diagnosis. She has also been very cooperative about the injections being used to treat the problem and is receiving oral medication to help with the associated pain.

Because Zoo animals often live much longer than their wild counterparts, zookeepers need to be creative about modifications for age related disabilities. BB the cougar is 14 years old and has been under treatment for arthritis for several years. Like many cats, she prefers to rest on an elevated platform. She has been having an increasingly harder time jumping down from her perch. A small staircase was added to her "bedroom" but it was not to her liking - she avoided using it which made her task even more difficult. Fortunately, staff came up with a modification to the platform itself creating a built in "shelf" which met with the cat's approval. Keepers are also testing strips of firehose as curtains for den doors to help retain heat in the winter. Because cougars can be very destructive (BB is actually quite dainty but her younger roommate Gillin can be a bit of a terror) any items used in the exhibit must be introduced carefully as they could cause serious problems if ingested.

A small group of people traveled to Wisconsin from Florida with the express purpose of photographing one of the only North American badgers housed in a zoo in the country! Although Helen took her own sweet time about making her appearance, she eventually struck many poses for the cameras.

Despite recent warm weather, the animals are convinced that fall has arrived. Raccoons, bears and other animals native to cold climates are ravenously hungry and are gaining weight for the upcoming winter. The zoo animals don't actually hibernate but the drive to put on extra pounds is strong. Hibernation (and migration) has more to do with access to food than with cold temperatures. When no food is available, it doesn't make sense to expend energy searching. The zoo animals are fed year round. Although some get a bit lazier in the wintertime (especially on dreary or stormy days), they remain active year round. We do provide extra food (within reason) for those species who have a natural tendency towards seasonal weight fluctuation. Come spring, these same animals suddenly have reduced appetites and usually lose any excess winter weight easily.

## NEW Zoo Operations Report: Aug 2015

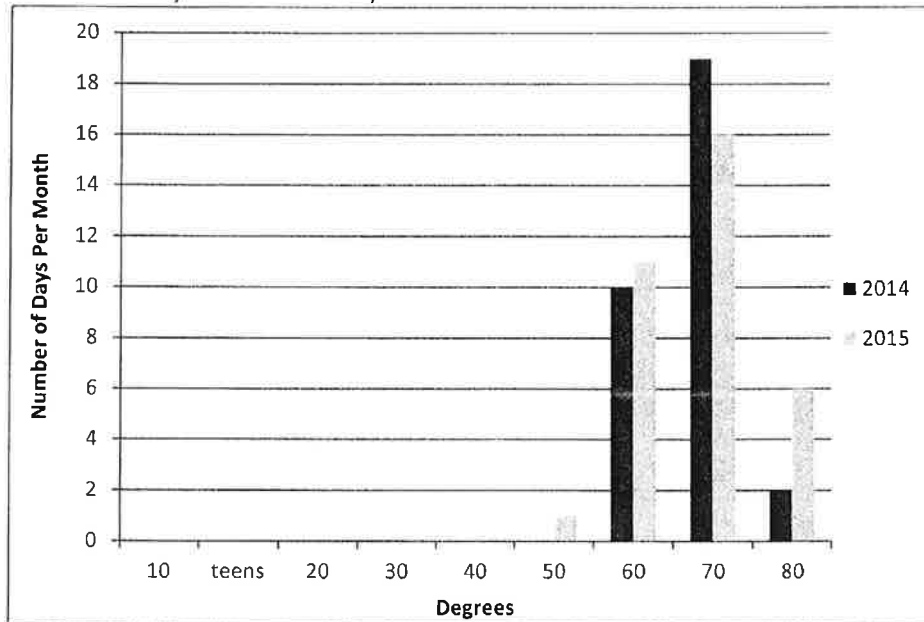
### **Noteworthy:**

**Average Temperature** recorded at the zoo in August 2014 = 72°F

1 day in the 50's, 11 in the 60's, 13 days in the 70's, and 6 in the 80's.

**Average Temperature** recorded at the zoo in Aug. 2014 = 78°F

0 in the 50's, 10 in the 60's, 19 in the 70's and 2 in the 80's



Lowest temperature for period in August 2015: 59°F Highest Temp: 60°F

Lowest temperature for period in August 2014: 62°F Highest Temp: 82°F

We had 7 days of rain this August compared to 3 days of rain last August. One storm on a Friday was so severe that we closed down the Zoo early. Damage was estimated to be \$20K+.

### **August 2015**

- 40,857 people visited the Zoo in August 2015, compared to 46,458 last August.
- Admissions sales were: \$171,866, but that does not account for the \$19,323 coming from Broadway Automotive for holding their 99<sup>th</sup> Birthday event here at the Zoo on August 11 (our admissions would have been \$191,000+). Admissions last August were: \$210,000 (-\$19,000).
- Zoo passes sales this August were in excess of \$9,800 - slightly less than August of 2014, but up overall YTD by over \$2,100.

- Gift Shop sales were \$9,170 more this August than last (\$55,120 compared to last year's \$45,949). This puts our Gift shop sales at \$48,000 more than last year to date. We have already exceeded our 2015 year end goal by approximately \$12,000).
- Mayan sales were only down by \$1,500 from last August (\$54,586 compared to last year's \$56, 141). We are only \$12,000 away from reaching our 2015 year end goal in the Mayan).

Per Caps 2015 TYD:

Gift Shop \$1.31

Mayan \$1.34

Admission & Donations \$4.39

Per Caps 2015 Year End Goal:

Gift Shop \$1.02

Mayan \$1.18

Admission & Donations \$4.30

# Gift Shop, Mayan and Admissions Revenue 2 Monthly Revenue August 2015

Day	Date	Gift Shop	Concessions	Zoo Admissions	Adventure	Vending	Zoo Pass	Education	Donation	Cons. Fund	Special Ev	Attend.	Temp	Weather
sat	1	3,635.94	3,435.38	12,446.00	-	1,696.97	855.00	20.00	-	18.51	-	2448	80	1
sun	2	1,425.62	1,517.71	4,485.00	-	940.76	130.00	114.00	-	7.53	-	925	79	3
mon	3	2,454.79	1,835.16	6,729.00	-	2,028.10	195.00	8.00	-	12.55	-	2782	76	1
tues	4	1,963.01	1,617.39	6,338.50	-	1,188.00	458.00	10.00	-	17.94	-	1414	70	1
wed	5	1,829.97	2,322.51	7,303.50	-	930.35	320.00	409.00	-	5.57	-	1660	71	1
th	6	1,937.73	1,970.75	5,543.00	-	849.45	255.00	12.00	-	18.29	-	1207	72	1
fri	7	786.72	234.39	1,149.00	-	158.00	400.00	318.00	-	0.26	-	236	68	3
sat	8	3,465.45	2,899.34	11,411.00	-	1,405.57	575.00	8.00	-	13.76	-	2329	74	1
sun	9	2,647.85	2,904.64	9,957.50	-	1,137.59	130.00	193.00	-	15.64	-	2053	67	1
mon	10	860.45	1,118.70	3,351.00	-	482.16	435.00	10.00	-	8.30	-	768	67	2
tues	11	2,898.07	3,923.43	50.00	-	1,590.55	-	24.00	-	12.10	-	3728	71	1
wed	12	1,757.24	2,213.43	5,964.50	-	955.01	320.00	65.00	-	10.96	-	1376	81	1
th	13	1,733.03	1,113.83	3,882.00	-	1,383.48	590.00	8.00	-	9.59	-	876	84	1
fri	14	1,163.44	1,027.51	3,492.00	-	628.46	255.00	22.00	-	13.30	-	724	81	3
sat	15	2,138.66	2,028.60	7,253.00	-	892.66	330.00	6.00	-	10.21	-	1454	86	1
sun	16	1,205.02	1,390.39	4,809.00	-	626.65	65.00	-	-	24.57	-	954	82	1
mon	17	622.87	632.85	2,493.00	-	493.16	180.00	-	-	4.18	-	538	77	3
tues	18	988.96	790.88	2,530.00	-	381.06	375.00	-	-	3.30	-	536	67	2
wed	19	1,603.45	1,035.87	3,439.00	-	2,171.11	195.00	62.00	-	10.67	-	797	79	3
th	20	2,290.67	1,117.90	4,330.50	-	551.61	320.00	-	-	11.49	-	992	60	3
fri	21	2,060.65	2,296.46	6,624.00	-	997.87	305.00	450.00	-	4.19	-	1459	77	2
sat	22	2,703.83	3,778.95	10,780.00	-	2,250.91	185.00	-	-	7.42	-	2125	78	1
sun	23	1,543.40	1,219.02	5,477.00	-	532.71	380.00	-	-	14.62	-	1113	75	2
mon	24	1,082.09	1,199.08	4,726.50	-	420.06	255.00	-	-	9.77	-	1002	65	2
tues	25	1,107.23	819.23	3,513.00	-	553.57	195.00	125.00	-	7.34	-	764	59	2
wed	26	1,478.93	1,280.98	4,274.00	-	2,109.19	130.00	-	-	12.67	-	948	62	2
th	27	1,436.15	1,359.10	4,546.50	-	655.56	320.00	100.00	-	7.65	-	1097	65	2
fri	28	1,247.66	1,540.67	3,604.00	-	514.61	575.00	-	40.00	8.43	-	823	67	3
sat	29	1,570.68	1,429.74	6,827.00	-	674.18	128.00	-	-	25.40	-	1436	67	2
Sun	30	1,947.01	2,826.24	9,712.00	-	1,052.25	440.00	-	-	4.29	-	2001	73	1
mon	31	1,533.65	1,706.75	4,825.50	-	458.65	555.00	-	-	6.20	-	1005	67	2
Total		\$55,120.22	\$54,586.88	\$171,866.00	\$-	\$30,710.26	\$9,851.00	\$1,964.00	\$40.00	\$336.70	\$-	41,570	72	

Temp and

Weather Kε 1 = Sunny 2 = Overcast 3 = Rain 3 = Rai 4 = Snow  
Vending Consists: Stroller, Animal Feed, Giraffe, Pepsi, Carousel, Train, Penny Press, Hurricane Simulator, Footsie Wootsie, Telesc

**NEW ZOO  
ADMISSIONS REVENUE ATTENDANCE  
2015 REPORT  
2013, 2014 2015**

**ATTENDANCE**

MONTH	2013	2014	2015
January	999	442	1319
February	861	537	564.00
March	5,989	4,910	8300.00
April	10,499	13,425	21298.00
May	37,075	40,506	32946.00
June	43,835	43,858	40508.00
July	38,029	48,534	39,492
August	41,427	46,458	41570.00
September	18,024	16,459	
October	19,672	23,299	
November	1,752	1,521	
December	811	1,777	
<b>TOTAL</b>	<b>218,973</b>	<b>241,726</b>	<b>185997.00</b>

**ADMISSION & DONATIONS**

MONTH	2013		2014		2015		2013		2014		2015	
	ADMISSIONS	DONATION BIN	ADMISSIONS	DONATION BIN	ADMISSIONS	DONATION BIN	PER CAP	PER CAP	PER CAP	PER CAP	PER CAP	PER CAP
January	1,520.87	53.76	896.00	127.62	2,312.00	-	1416.00	\$1.52	\$2.03	\$1.75	1.75284	
February	1,517.10	-	1,112.00	3.00	1,124.00	-	12.00	\$1.76	\$2.07	\$1.99	1.99291	
March	16,111.68	89.46	16,242.50	30.36	27,856.00		11613.50	\$2.69	\$3.31	\$3.35	3.356145	
April	40,458.27	106.03	41,931.50	-	84,316.50	166.91	42,385.00	\$3.85	\$3.12	\$3.95	3.958893	
May	135,610.19	259.08	181,412.00	615.29	150,906.00	659.86	30,506.00	\$3.66	\$4.48	\$4.48	4.5804	
June	167,307.94	847.96	201,002.10	510.02	187,551.00	183.92	13,451.10	\$3.82	\$4.58	\$4.58	4.62997	
July	155,324.26	408.00	232,705.50	948.94	187,816.50	156.76	44,889.00	\$4.08	\$4.79	\$4.79	4.75581	
August	164,161.23	680.83	210,093.00	1,572.95	171,866.00	40.00	(38227.00)	\$3.96	\$4.52	\$4.52	4.13438	
September	67,574.00	-	71,385.50	-				\$3.75	\$4.34			
October	70,718.00	519.88	101,361.50	799.73				\$3.59	\$4.35			
November	6,580.00	-	6,484.50	177.86				\$3.76	\$4.26			
December	2,680.81	10.00	5,776.00	-				\$3.31	\$3.25			
<b>TOTAL</b>	<b>\$829,564.35</b>	<b>\$2,975.00</b>	<b>\$1,070,402.10</b>	<b>\$4,785.77</b>	<b>\$813,748.00</b>	<b>\$1,207.45</b>	<b>(71646.60)</b>	<b>\$3.79</b>	<b>\$4.43</b>	<b>\$4.43</b>	<b>4.37506</b>	

3.9589



**NEW ZOO  
GIFT SHOP, MAYAN  
ZOO PASS REVENUE**

**2015 REPORT  
2013, 2014 2015**

					2013	2014	2015
					PER	PER	PER
Paws & Claws					CAP	CAP	CAP
Gift Shop	2013	2014	2015	(-)/(+)			
January	\$ 1,055.77	\$ 557.40	\$ 1,149.47	\$ 592.07	\$1.06	\$1.26	0.87147081
February	\$ 1,251.19	\$ 669.96	\$ 1,157.14	\$ 487.18	\$1.45	\$1.25	2.05166667
March	\$ 6,410.95	\$ 4,715.11	\$ 8,770.88	\$ 4,055.77	\$1.07	\$0.96	1.05673253
April	\$ 13,203.95	\$ 10,948.35	\$ 26,629.51	\$ 15,681.16	\$1.26	\$0.82	1.25032914
May	\$ 39,997.32	\$ 37,175.92	\$ 48,037.15	\$ 10,861.23	\$1.08	\$0.92	1.45805712
June	\$ 47,174.03	\$ 44,177.86	\$ 49,886.85	\$ 5,708.99	\$1.08	\$1.01	1.23153081
July	\$ 45,434.44	\$ 50,198.70	\$ 51,691.83	\$ 1,493.13	\$1.19	\$1.03	1.30891902
August	\$ 44,070.13	\$ 45,949.76	\$ 55,120.22	\$ 9,170.46	\$1.06	\$0.99	1.32596151
September	\$ 16,987.95	\$ 11,962.04			\$0.94	\$0.73	
October	\$ 11,447.06	\$ 8,872.02			\$0.58	\$0.38	
November	\$ 2,392.94	\$ 1,398.38			\$1.37	\$0.92	
December	\$ 1,049.37	\$ 2,611.88			\$1.29	\$1.47	
<b>TOTAL</b>	<b>\$ 230,475.10</b>	<b>\$ 219,237.38</b>	<b>\$ 242,443.05</b>	<b>\$ 48,049.99</b>	<b>\$ 1.05</b>	<b>\$0.91</b>	<b>1.30347828</b>

					2013	2014	2015
					PER	PER	PER
Mayan					CAP	CAP	CAP
Taste of Tropic	2013	2014	2015	(-)/(+)			
January	\$ 1,437.87	\$ 698.79	\$ 1,329.18	\$ 630.39	\$1.44	\$1.58	1.00771797
February	\$ 1,376.70	\$ 934.03	\$ 800.69	\$ (133.34)	\$1.60	\$1.74	1.41966312
March	\$ 4,238.14	\$ 5,601.97	\$ 8,290.85	\$ 2,688.88	\$0.71	\$1.14	0.99889759
April	\$ 12,214.97	\$ 12,402.26	\$ 28,478.23	\$ 16,075.97	\$1.16	\$0.92	1.33713166
May	\$ 38,989.01	\$ 47,658.53	\$ 42,452.78	\$ (5,205.75)	\$1.05	\$1.18	1.28855643
June	\$ 51,184.40	\$ 55,471.02	\$ 54,604.30	\$ (866.72)	\$1.17	\$1.26	1.34798805
July	\$ 48,408.14	\$ 65,770.40	\$ 58,923.33	\$ (6,847.07)	\$1.27	\$1.50	1.49203206
August	\$ 54,204.81	\$ 56,141.00	\$ 54,586.88	\$ (1,554.12)	\$1.31	\$1.21	1.31313159
September	\$ 22,329.62	\$ 21,067.21			\$1.24	\$1.28	
October	\$ 17,184.31	\$ 20,106.38			\$0.87	\$0.86	
November	\$ 2,288.80	\$ 1,510.15			\$1.31	\$0.99	
December	\$ 895.70	\$ 2,054.59			\$1.10	\$1.16	
<b>TOTAL</b>	<b>\$ 254,752.47</b>	<b>\$ 289,416.33</b>	<b>\$ 249,466.24</b>	<b>\$ 4,788.24</b>	<b>\$ 1.16</b>	<b>\$1.20</b>	<b>1.34123798</b>

ZOO PASS						
MONTH	2013	2014	2015	(-)/(+)		
January	\$ 2,538.00	\$ 881.00	\$ 1,988.00	\$ 1,107.00		
February	\$ 2,431.00	\$ 2,302.00	\$ 2,320.00	\$ 18.00		
March	\$ 11,066.00	\$ 12,801.00	\$ 15,290.00	\$ 2,489.00		
April	\$ 19,401.00	\$ 21,763.00	\$ 30,070.00	\$ 8,307.00		
May	\$ 25,115.00	\$ 33,474.00	\$ 25,259.00	\$ (8,215.00)		
June	\$ 20,309.00	\$ 26,236.00	\$ 26,080.00	\$ (156.00)		
July	\$ 13,361.00	\$ 15,973.00	\$ 15,858.00	\$ (115.00)		
August	\$ 8,702.00	\$ 11,142.00	\$ 9,851.00	\$ (1,291.00)		
September	\$ 6,526.00	\$ 5,512.00				
October	\$ 3,255.00	\$ 3,007.00				
November	\$ 3,075.00	\$ 1,985.00				
December	\$ 10,531.00	\$ 16,351.00				
<b>TOTAL</b>	<b>\$ 126,310.00</b>	<b>\$ 151,427.00</b>	<b>\$ 126,716.00</b>	<b>\$ 2,144.00</b>		

# NEW Zoo Maintenance Report

September 2015

Jerry Vincent

## **Main Projects:**

Continue to install rope fence around the deer yard.

Changed out the sand in the aviary filter and replaced gaskets.

Installed a cage system in the duiker holding area for winter.

Replaced the pedestal controller for giraffe feeder hoist.

Rebuilt train charger.

Installed new hinges on lynx gate.

Installed a new door knob on Barth keeper room.

Repaired broken underground drain line at giraffe.

Began moving into the new animal hospital.

Repaired a/c in Mayan restaurant.

Poured a concrete floor in the ferret exhibit.

Worked with Vetrans to remove downed trees after the storm.

Put new tires on #10 kubota.

Installed 4 new brick frames for the zoo society.

Patched floor in giraffe stall.

Replaced 3 ballsts in the visitor center lights.

## **Routine:**

Made supply orders for housekeeping.

## NEW ZOO

Brown County

4418 REFORESTATION ROAD  
GREEN BAY, WISCONSIN 54313

PHONE (920) 662-2405  
E-MAIL KAWSKI\_AJ@CO.BROWN.WI.US



ANGELA KAWSKI-KROENING

EDUCATION & VOLUNTEER PROGRAMS COORDINATOR

### NEW Zoo & Adventure Park: Education & Volunteer Programs Report AUGUST 2015

#### Volunteer Hours

2015 Hours	Opportunity	2014 Hours
1.5	Animal Presentation	2
15	Education	--
223.25	Giraffe Stand	199.75
86	Horticulture	93
40.25	Husbandry	30.25
--	Mayan Restaurant	1
14.5	Office Help	2
--	Special Events	32.25
119.25	Special Projects	42.5
26.75	Visitor Center	45
13	Zoo Watch	14.75
539.50	Total Hours	465.5

#### Internship Hours

13 total interns

Total hours: 935.5 hours

versus 867 hours in 2014

#### Off-Site Programs (Zoomobiles)

8/2/2015 Meet & Greet \$150.00 100  
8/6/2015 Class \$150.00 30  
8/26/2015 Class \$150.00

Total of \$1,110

8/5/2015 Assembly \$510.00 50  
8/18/2015 Class \$150.00 45

versus \$1,140 in 2014

#### On-Site Programs

8/1/15 Zookeeper Adventure \$100.00  
8/7/15 Zookeeper Adventure \$100.00  
8/8/15 Bday Encounter ??unknown currently  
8/12/15 Badge in a Day \$35.00  
8/12/15 Penguin + Painting \$125.00  
8/14/15 Zookeeper Adventure \$100.00  
8/17/15 Unlikely Artist Encounter \$50.00  
8/19/15 Zoo Class \$36.00  
8/22/15 Zoo Snooze \$525.00  
8/29/15 Zoo Snooze Cancelled \$250.00

Total of \$2,847

8/1/15 Giraffe Encounter + Painting \$125.00  
8/7/15 Penguin Encounter \$100.00  
8/8/15 Zoo Snooze \$450.00  
8/12/15 Vet Adventure \$250.00  
8/13/15 Zookeeper Adventure \$100.00  
8/17/15 Penguin Encounter \$100.00  
8/19/15 Zoo Class \$20.00  
8/20/15 Zoo Class \$256.00  
8/27/15 Penguin + Painting \$125.00

versus about \$2,248 in 2014

#### Things to Note...

- ★ Summer Interns finished mid-august; Chats ended on August 19<sup>th</sup>
- ★ Diving Duck feeding from May through August 19<sup>th</sup> – resulted in an **additional \$762** of revenue for the Education Department this summer (compared to \$160 of revenue from Pelican Feedings last year)
- ★ Started getting calls for spring bookings next year already!
- ★ Ordered 20 new exhibit graphic signs; will be put up in September

**NEW Zoo Openings Summary**

**To: Oversight Committee**

**From: NEW Zoo**

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
Housekeeper I	9/30/2015	Career/Job Change/Wage	Fill	

Ex: Transfer, Wage, Working Conditions

# Brown County Parks Budget Status Report

8/31/2015

	Amended Budget	YTD Actual	Percent of Budget
<u>Expenses</u>			
Personnel Costs	\$ 1,059,933	679,190	64%
Operating Expenses	\$ 665,126	424,285	64%
Utilities	\$ 124,040	66,310	53%
Outlay	\$ 348,000	4,600	1%
<u>Revenues</u>			
Property Taxes	\$ 895,700	597,133	67%
Intergov Revenue	\$ 47,975	49,492	103%
Public Charges/Misc. Revenue	\$ 1,253,424	591,964	47%

## HIGHLIGHTS:

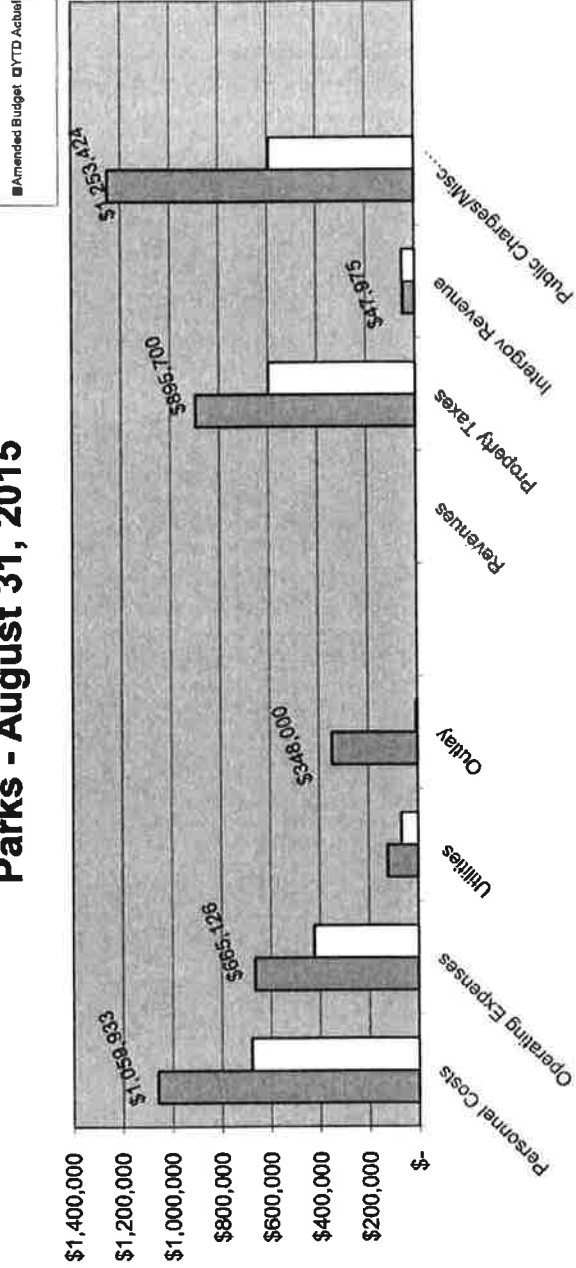
### Expenses:

All expenses are as expected, with the exception of vehicle/equipment repairs.

### Revenues:

Public charges are above FY 2014 and look to be around 66% of budget. Only 47% shows due to Friends project funding (miscellaneous revenue) in 2015.

## Parks - August 31, 2015





General Parks

# Budget by Account Classification Report

Through 08/31/15  
Prior Fiscal Year Activity Included  
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
<b>Fund 100 - GF</b>									
REVENUE									
Property taxes	895,700.00	.00	895,700.00	74,641.67	.00	597,133.36	298,566.64	67	859,924.00
Intergov Revenue	47,975.00	.00	47,975.00	.00	.00	49,492.14	(1,517.14)	103	291,396.66
Public Charges	705,200.00	.00	705,200.00	72,179.62	.00	566,411.48	138,788.52	80	707,398.84
Miscellaneous Revenue	2,300.00	.00	2,300.00	95.56	.00	5,552.82	(3,252.82)	241	13,126.55
Other Financing Sources	205,924.00	340,000.00	545,924.00	20,000.00	.00	20,000.00	525,924.00	4	193,866.17
<b>REVENUE TOTALS</b>	<b>\$1,857,099.00</b>	<b>\$340,000.00</b>	<b>\$2,197,099.00</b>	<b>\$166,916.85</b>	<b>\$0.00</b>	<b>\$1,238,589.80</b>	<b>\$958,509.20</b>	<b>56%</b>	<b>\$2,065,712.22</b>
EXPENSE									
Personnel Costs	1,059,933.00	.00	1,059,933.00	137,338.18	.00	679,190.25	380,742.75	64	1,045,762.59
Operating Expenses	789,166.00	.00	789,166.00	58,580.36	4,357.50	490,594.59	294,213.91	63	732,629.72
Outlay	8,000.00	340,000.00	348,000.00	.00	.00	4,600.00	343,400.00	1	285,958.99
<b>EXPENSE TOTALS</b>	<b>\$1,857,099.00</b>	<b>\$340,000.00</b>	<b>\$2,197,099.00</b>	<b>\$195,918.54</b>	<b>\$4,357.50</b>	<b>\$1,174,384.84</b>	<b>\$1,018,356.66</b>	<b>54%</b>	<b>\$2,064,351.30</b>
<b>Fund 100 - GF Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$29,001.69</b>	<b>(\$4,357.50)</b>	<b>\$64,204.96</b>	<b>(\$59,847.46)</b>		<b>\$1,360.92</b>
<b>Grand Totals</b>	<b>\$1,857,099.00</b>	<b>\$340,000.00</b>	<b>\$2,197,099.00</b>	<b>\$166,916.85</b>	<b>\$0.00</b>	<b>\$1,238,589.80</b>	<b>\$958,509.20</b>	<b>56</b>	<b>\$2,065,712.22</b>
<b>REVENUE TOTALS</b>	<b>\$1,857,099.00</b>	<b>\$340,000.00</b>	<b>\$2,197,099.00</b>	<b>\$195,918.54</b>	<b>\$4,357.50</b>	<b>\$1,174,384.84</b>	<b>\$1,018,356.66</b>	<b>54</b>	<b>\$2,064,351.30</b>
<b>EXPENSE TOTALS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$29,001.69)</b>	<b>(\$4,357.50)</b>	<b>\$64,204.96</b>	<b>(\$59,847.46)</b>		<b>\$1,360.92</b>

12



Special Revenue Accts.

- 1 - Park Donations
- 2 - Boat Landing
- 3 - Cross Country Ski
- 4 - Land & Building
- 5 - Rail Trail

Budget by Account Classification Report

Through 08/31/15  
Prior Fiscal Year Activity Included  
Summary Listing

Account Classification	Fund	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 120 - Park Donations										
REVENUE										
Intergov Revenue		.00	.00	.00	.00	.00	.00	.00	+++	.00
Miscellaneous Revenue		10,200.00	.00	10,200.00	113.37	.00	548.76	9,651.24	5	13,864.29
Other Financing Sources		.00	.00	.00	.00	.00	.00	.00	+++	.00
REVENUE TOTALS		\$10,200.00	\$0.00	\$10,200.00	\$113.37	\$0.00	\$548.76	\$9,651.24	5%	\$13,864.29
EXPENSE										
Operating Expenses		15,396.00	.00	15,396.00	.00	.00	713.95	14,682.05	5	31,370.43
Outlay		.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS		\$15,396.00	\$0.00	\$15,396.00	\$0.00	\$0.00	\$713.95	\$14,682.05	5%	\$31,370.43
Fund 120 - Park Donations Totals										
REVENUE TOTALS		10,200.00	.00	10,200.00	113.37	.00	548.76	9,651.24	5	13,864.29
EXPENSE TOTALS		15,396.00	.00	15,396.00	.00	.00	713.95	14,682.05	5	31,370.43
EXPENSE TOTALS		(\$5,196.00)	\$0.00	(\$5,196.00)	\$113.37	\$0.00	(\$165.19)	(\$5,030.81)		(\$17,506.14)
Fund 121 - Boat Landing										
REVENUE										
Public Charges		110,000.00	.00	110,000.00	8,732.00	.00	89,436.46	20,563.54	81	106,589.87
Miscellaneous Revenue		.00	.00	.00	.00	.00	.00	.00	+++	345.55
EXPENSE										
Operating Expenses		\$110,000.00	\$0.00	\$110,000.00	\$8,732.00	\$0.00	\$89,436.46	\$20,563.54	81%	\$106,935.42
Outlay		.00	.00	.00	.00	.00	.00	.00		
EXPENSE TOTALS		\$307,310.00	\$106,604.00	\$413,914.00	\$1,724.04	\$1,800.00	\$36,527.51	\$375,586.49	9%	\$90,435.80
EXPENSE TOTALS		222,310.00	99,104.00	321,414.00	1,724.04	1,800.00	32,632.51	286,981.49	11	74,699.80
EXPENSE TOTALS		85,000.00	7,500.00	92,500.00	.00	.00	3,895.00	88,605.00	4	15,736.00
EXPENSE TOTALS		\$307,310.00	\$106,604.00	\$413,914.00	\$1,724.04	\$1,800.00	\$36,527.51	\$375,586.49	9%	\$90,435.80
Fund 121 - Boat Landing Totals										
REVENUE TOTALS		110,000.00	.00	110,000.00	8,732.00	.00	89,436.46	20,563.54	81	106,935.42
EXPENSE TOTALS		307,310.00	106,604.00	413,914.00	1,724.04	1,800.00	36,527.51	375,586.49	9	90,435.80
EXPENSE TOTALS		(\$197,310.00)	(\$106,604.00)	(\$303,914.00)	\$7,007.96	(\$1,800.00)	\$52,908.95	(\$355,022.95)		\$16,499.62
Fund 122 - Cross County Ski										
REVENUE										
Public Charges		36,500.00	.00	36,500.00	.00	.00	11,205.44	25,294.56	31	31,997.09
Miscellaneous Revenue		25.00	.00	25.00	.00	.00	10.00	15.00	40	1.00
EXPENSE										
Operating Expenses		\$36,525.00	\$0.00	\$36,525.00	\$0.00	\$0.00	\$11,215.44	\$25,309.56	31%	\$31,998.09
Outlay		.00	.00	.00	102.70	.00	4,146.30	29,103.70	12	26,295.63
EXPENSE TOTALS		33,250.00	.00	33,250.00	102.70	.00	4,146.30	29,103.70	12	26,295.63
EXPENSE TOTALS		60,000.00	.00	60,000.00	.00	.00	23,872.57	36,127.43	40	.00
EXPENSE TOTALS		\$93,250.00	\$0.00	\$93,250.00	\$102.70	\$0.00	\$28,018.87	\$65,231.13	30%	\$26,295.63
Fund 122 - Cross County Ski Totals										
REVENUE TOTALS		36,525.00	.00	36,525.00	.00	.00	11,215.44	25,309.56	31	31,998.09



# Budget by Account Classification Report

Through 08/31/15

Prior Fiscal Year Activity Included

Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
<b>Fund 123 - Park Land &amp; Building Acquisition</b>										
REVENUE										
Public Charges	18,000.00	.00	18,000.00	.00	.00	.00	18,000.00	0	0	.00
Miscellaneous Revenue	.00	.00	.00	.00	.00	.00	.00	+++	+++	.00
Other Financing Sources	.00	.00	.00	.00	.00	.00	.00	+++	+++	.00
EXPENSE										
Operating Expenses	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	0	275,000.00
Outlay	.00	.00	.00	.00	.00	.00	.00	+++	+++	.00
EXPENSE TOTALS	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%	0%	\$275,000.00
<b>Fund 123 - Park Land &amp; Building Acquisition Totals</b>										
REVENUE TOTALS	18,000.00	.00	18,000.00	.00	.00	.00	18,000.00	0	0	.00
EXPENSE TOTALS	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	0	275,000.00
<b>Fund 123 - Park Land &amp; Building Acquisition Totals</b>										
REVENUE TOTALS	\$17,000.00	\$0.00	\$17,000.00	\$0.00	\$0.00	\$0.00	\$17,000.00			(\$275,000.00)
<b>Fund 124 - Rails to Trails</b>										
REVENUE										
Intergov Revenue	.00	91,734.00	91,734.00	(500.00)	.00	75,842.92	15,891.08	83	83	14,267.00
Public Charges	85,750.00	.00	85,750.00	5,980.31	.00	67,377.80	18,372.20	79	79	86,883.08
Miscellaneous Revenue	500.00	.00	500.00	10.00	.00	261.00	239.00	52	52	5,757.00
Other Financing Sources	.00	.00	.00	.00	.00	.00	.00	+++	+++	.00
EXPENSE										
Operating Expenses	\$86,250.00	\$91,734.00	\$177,984.00	\$5,490.31	\$0.00	\$143,481.72	\$34,502.28	81%	81%	\$106,907.08
Outlay	92,718.00	.00	92,718.00	3,098.90	3,347.50	26,373.41	62,997.09	32	32	71,974.14
	.00	92,734.00	92,734.00	.00	25,654.54	76,963.62	(9,884.16)	111	111	35,286.50
EXPENSE TOTALS	\$92,718.00	\$92,734.00	\$185,452.00	\$3,098.90	\$29,002.04	\$103,337.03	\$53,112.93	71%	71%	\$107,260.64
<b>Fund 124 - Rails to Trails Totals</b>										
REVENUE TOTALS	86,250.00	91,734.00	177,984.00	5,490.31	.00	143,481.72	34,502.28	81	81	106,907.08
EXPENSE TOTALS	92,718.00	92,734.00	185,452.00	3,098.90	29,002.04	103,337.03	53,112.93	71	71	107,260.64
<b>Fund 124 - Rails to Trails Totals</b>										
REVENUE TOTALS	(\$6,468.00)	(\$1,000.00)	(\$7,468.00)	\$2,391.41	(\$29,002.04)	\$40,144.69	(\$18,610.65)			(\$353.56)
<b>Grand Totals</b>										
REVENUE TOTALS	260,975.00	91,734.00	352,709.00	14,335.68	.00	244,682.38	108,026.62	69	69	259,704.88
EXPENSE TOTALS	509,674.00	199,338.00	709,012.00	4,925.64	30,802.04	168,597.36	509,612.60	28	28	530,362.50
<b>Grand Totals</b>	(\$248,699.00)	(\$107,604.00)	(\$356,303.00)	\$9,410.04	(\$30,802.04)	\$76,085.02	(\$401,585.98)			(\$270,657.62)





Adventure Park

# Budget by Account Classification Report

Through 08/31/15  
Prior Fiscal Year Activity Included  
Summary Listing

Account Classification										Prior Year Total
Fund 643 - Adventure Park										
REVENUE										
Public Charges										279,881.09
Miscellaneous Revenue										.00
Other Financing Sources										275,000.00
										\$554,881.09
EXPENSE										
Personnel Costs										111,160.30
Operating Expenses										149,602.08
Outlay										.00
										\$260,762.38
Fund 643 - Adventure Park Totals										
REVENUE TOTALS	329,302.00	1,000.00	330,302.00	66,698.20	.00	197,288.17	133,013.83	60		279,881.09
EXPENSE TOTALS	157,511.00	.00	157,511.00	28,572.28	.00	95,324.03	62,186.97	61		111,160.30
	171,791.00	1,000.00	172,791.00	5,948.54	.00	40,293.84	132,497.16	23		149,602.08
	.00	.00	.00	.00	3,300.00	.00	(3,300.00)	+++		.00
	\$329,302.00	\$1,000.00	\$330,302.00	\$66,753.92	\$0.00	\$197,966.21	\$132,335.79	60%		\$554,881.09
Fund 643 - Adventure Park Totals										
REVENUE TOTALS	329,302.00	1,000.00	330,302.00	66,753.92	.00	197,966.21	132,335.79	60		554,881.09
EXPENSE TOTALS	329,302.00	1,000.00	330,302.00	34,520.82	3,300.00	135,617.87	191,384.13	42		260,762.38
	\$0.00	\$0.00	\$0.00	\$32,233.10	(\$3,300.00)	\$62,348.34	(\$59,048.34)			\$294,118.71
Grand Totals										
REVENUE TOTALS	329,302.00	1,000.00	330,302.00	66,753.92	.00	197,966.21	132,335.79	60		554,881.09
EXPENSE TOTALS	329,302.00	1,000.00	330,302.00	34,520.82	3,300.00	135,617.87	191,384.13	42		260,762.38
	\$0.00	\$0.00	\$0.00	\$32,233.10	(\$3,300.00)	\$62,348.34	(\$59,048.34)			\$294,118.71

# FIELD STAFF REPORT PARK MANAGEMENT



## Marvin Hanson—East Side Manager

### *Fairgrounds*

- Cleaning, Park Security, Park Inventory
- Host Commercial Events (Exhibition bldg. Rentals, Weekly dog training for Packerland Kennel & 4H Tailwaggers, Daily campground checks, Horse show )
- Assist With Brown County Fair operations and security
- Process Maintenance Work Orders
- Grounds repairs to multiuse infield

### *Neshota Park*

- Cleaning, Security Checks and Park Inventory
- Weekly Shelter Rentals
- Weekly Mowing of Trail system
- Friends of Neshota Park Meeting
- Friends of Neshota Park, volunteers and Park staff installed a new Playground at Neshota Park

### *Way-Morr Park*

- Security Checks and Park inventory
- Weekly Shelter Rentals
- Process work orders and Playground Inspection
- Music in the Park event (450 attendees )
- Matt Kriese presented check for bridge to Wayside Lions Club
- Clean up tree damage from storm

### *Lily Lake*

- Cleaning, Security Checks and Park Inventory
- Daily boat launch collection and enforcement
- Process Work Orders
- Weekly Shelter Rentals

### *Wrightstown Park*

- Cleaning, Security Checks and Park Inventory
- Daily boat launch collection and enforcement
- Weekly Ski shows by the Water Board Warriors Ski club
- Weekly mowing and grounds inspection

### *Fonferek Glen*

- Litter pick-up, Security Checks and Park Inventory
- Process work orders— sign inspections & Inspection of Boundary Signs.

### *Bay Shore Park*

- Cleaning, Park Security, Park Inventory
- Daily Campgrounds collection and Security checks
- Daily boat launch collection and enforcement
- Process Maintenance Work Orders
- Painted open shelter bldg.
- Trimmed trees in picnic area
- Bundle wood for campground

### *Wequiock Falls Park*

- Cleaning, Park Security, Park Inventory
- Process Maintenance Work Orders

# FIELD STAFF REPORT PARK MANAGEMENT AUGUST 2015

Rick Ledvina West Side Supervisor



## *Barkhausen Waterfowl Preserve*

- Had day care groups come out for 1 hour programs throughout the month with over 185 kids attending
- Had 2 Pond Exploration Days with our Park Educator that were both a big hit with over 60 people attending
- The 3rd year of Barkhausen's Summer camp went great. Two weeks were offered for the same age group to better fit in with families schedules. It also spread out the number of students allowing for more manageable groups. 10-16 campers came for each week. Evaluation forms that came back are overwhelming positive. This program continues to have activities added and improved every year.
- Staff had a tent setup at St. Francis Park for the Open Streets event.
- Staff brought live animals, furs, and antlers to a day care center in Pulaski for a program. The children really enjoyed holding the live animals.
- The new programs run by Barkhausen staff at Bay Shore Park continue to be popular and the Geology one offered had 24 people attend this great free program.
- Building continues to be rented out regularly and hosted a wedding here which went very well.
- Suamico Boat Launch was very busy with a fish tournament happening, recreational people going out, and overall good fishing
- Staff have been working on various maintenance projects around the park in spare time and trail work.

## *Brown County Park*

- We check the park daily and maintain as needed. The use has been steady even though it has been so hot.

## *Pamperin Park*

- Staff continues to cut all assigned park areas and maintain those at our standards.
- The rentals at Pamperin continue and we are moving forward with maintaining the highest quality of service to our customers. The only thing that slows attendance is the heat and we had plenty of it. The mister in the playground hasn't stopped in weeks.
- The playground restroom has been painted both inside and out and the ceiling was completed also in July.
- The staff assists with processing daily passes in the office.
- We had a few trees down in the park and have processed them for firewood.

## *Vande Hei Property*

- I do security checks of the facility on a regular basis to maintain the integrity of the park.

## *Fox River Trail - Mountain Bay Trail*

- Spraying and maintenance on the trails continue. We spent several days cutting back the trail sides to maintain our grade on the trail. The entire trail has been sprayed and we continue to repair the trail as needed.

# FIELD STAFF EPORT PARK MANAGEMENT AUGUST 2015



Curt Hall

## *Reforestation Camp*

### **Operations:**

- Performed maintenance on all trails including; mowing, spraying weeds and a lot of poison ivy, storm clean up.
- Completed work orders.
- Performed maintenance and cleaning on all facilities and managed all rentals as needed.
- Rental schedule has been busy and comment cards are turning out very positive.
- Maintained Marandol.
- Coordinated multiple volunteer projects throughout bike and ski trail system.
- Extensive time spent prepping for Project Illumination, including: overlapping with project managers, meeting with loggers, coordinating utility locates etc.

### **User Groups:**

- Friends of RFC Trails group continues to host a monthly meeting at RFC. Items they are working on are:
  - ⇒ Addressing user conflict by developing a gate system and signage plan at all Bike to Horse trail intersection.
  - ⇒ Trail Reroute plan to minimize bike to horse trail intersection.
  - ⇒ Trail pruning assistance.
  - ⇒ Membership Development.

## *Adventure Park*

### **Operations:**

- Developed an in-house end of season marketing plan that incorporated a grass roots marketing push that incorporated the downtown Green Bay and packer stadium region along with a series of Adventure Park events to try and capture the August tourist market.
- Hosted Denmark School for first ever "Ropes and Boats" Group Adventure Program. 1/2 day Adventure Park, 1/2 day Kayaking Program.
- Hosted 6 Special group Programs in August.
- Hosted "Accessible Zip Line Night" August 12th.
- Hosted for "Family Night" August 19th.
- Late August staffing shortage always presents significant staffing vs. demand challenges.

### **Future Program Opportunities:**

- Many participants that visited in August were correlated to the Packers training camp.
- Through canvassing we discovered a number of potential partnership opportunities with local businesses and markets.
- Currently working with a marketing expert to develop a more extensive marketing and business plan moving forward.



# Adventure Park Admissions-Per Caps

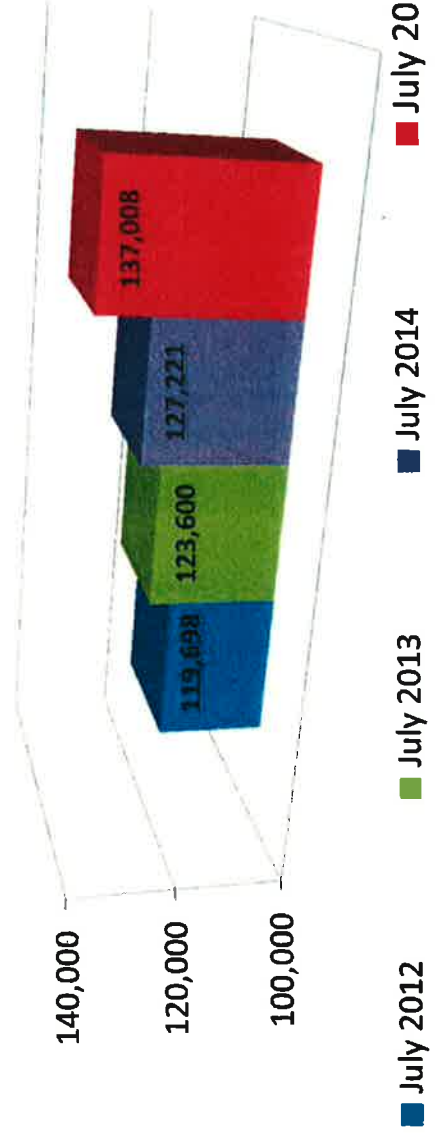
## Attendance 2015

MONTH	15 Zoo Att.	15 AP Att.	14 Zoo Att.	14 AP Att.
January		-		-
February		-		-
March		-		-
April	19,957	822=4.1%		
May	32,864	1603=4.8%		
June	40,508	2768=6.8%		
July	39,492	3697=9.3%	48,876	6786=13.9%
August	40,248	4236=10.5%	44,059	7558=17.17%
September		-	15,294	1887=12.3%
October		-	23,229	1648=7%
November		-	1,521	119=7.8%
December		-	439	6=1.3%
<b>TOTAL</b>	<b>173,069</b>	<b>13,126</b>	<b>133,418</b>	<b>18,004</b>

	2015	2015	2014	2014
		PER		PER
	\$Admission\$	CAP	\$Admission\$	CAP
MONTH				
January				
February				
March				
April	\$12,837.00	\$15.60		
May	\$23,273.00	\$14.54	\$23,296.00	
June	\$40,630.00	\$14.67	\$47,909.00	\$11.70
July	\$53,532.00	\$14.48	\$73,600.00	\$10.93
August	\$63,005.00	\$14.87	\$78,252.00	\$11.14
September			\$33,722.00	\$11.20
October			\$19,990.00	\$12.13
November			\$1,698.00	
December			\$1,414.00	
<b>TOTAL</b>	<b>\$ 193,277.00</b>	<b>\$14.83</b>	<b>\$279,881.00</b>	<b>\$11.42</b>

# BROWN COUNTY PARK USAGE - ATTENDANCE SUMMARY

<u>Park Location</u>	<u>July 2012</u>	<u>July 2013</u>	<u>July 2014</u>	<u>July 2015</u>
Adventure Park	0	0	6,786	3,703
Barkhausen	4049	7247	7,844	7,213
Bay Shore Park	14614	15217	18244	22304
Brown County Park / Dog Park	2820	2820	3255	3261
Fairgrounds	9098	5295	9750	5010
Fonferek's Glen	1508	1300	2245	2020
Fox River Trail	9572	12269	15584	17024
Lily Lake	4580	4977	3396	4637
Mountain-Bay Trail	5439	6024	4552	3898
Neshota Park	4923	5811	5157	4048
Pamperin Park	32418	32621	18382	26332
Reforestation Camp	11048	12297	12929	21595
Suamico Boat Launch	5957	5679	4561	5063
Way-Morr Park	5755	4760	6370	3630
Wequiock Falls	1409	1023	2051	2425
Wrightstown Park	6508	6260	6115	4845
Yearly Grand Totals	<b>119698</b>	<b>123600</b>	<b>127221</b>	<b>137008</b>



Park Department Assistant Director's Report To  
The Education and Recreation Committee

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Adventure Park: August was a strong month for attendance and revenue. Our customers have been happy and truly enjoy the unique experience Brown County has for them.

A business plan is in the process of being drafted and a final copy will be presented to the Committee in November or December.

Barkhausen: Hosted a Clean Bay Backers event with community and state leaders showcasing the Cat Island Chain and other habitat improvements at the park.

Bay Shore: The Bellin Women's Half Marathon turned out great and the park was an amazing starting point as the women ventured south during their run into the city.

The boat landing will close September 30<sup>th</sup> through October 30<sup>th</sup> for dredging.

Camping continues to be consistent, however comment cards continually arrive stating updates are needed. It's been nearly a decade since the last improvement and that was asphalt which had little impact on the camp sites themselves. We look forward to the 2016 budget and funding for electrical upgrades.

The campground is scheduled to close for the season on November 1<sup>st</sup>.

Rifle Range: Open for gun and bow site in Saturday and Sundays in October and daily in November through the 19<sup>th</sup>.

Way Morr: The bridge over the Branch River is scheduled for installation late October. Thank you Way Morr Lions Club!

Fairgrounds: Winter storage begins October 21<sup>st</sup>.

Neshota Park: The playground has been installed! Thank you Friends of Neshota Park!

Reforestation Camp: Staff has been working with Bay Nordic in regards to lighting of the ski trails. Brown County was notified September 29<sup>th</sup> that we have been awarded a \$125,000 state grant from the Knowles-Nelson Stewardship fund.

November 4, 2015

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS**  
**DURING THE 2016 BUDGET PROCESS**  
**ZOO AND PARK MANAGEMENT**

WHEREAS, a New Position or Position Deletion Request was submitted by the Zoo and Park Management Department during the 2016 budget process; and

WHEREAS, the Human Resources Department has reviewed the request with the department; and

WHEREAS, the department has evaluated the workload to support the new changes and has identified positions to be added and eliminated from the table of organization; and

WHEREAS, the Zoo has requested to decrease the Public Safety Officer position from 0.50 FTE to 0.25 FTE because the Guest Services staff has provided safety duties on a daily basis. This change would allow an increase in the Concessionaire I hours by 520 and would allow additional hours for train and carrousel operations and revenue generating activities; and

WHEREAS, the Zoo has requested to increase the Zoo Educator position from 0.60 FTE to 0.80 FTE to meet the demand for booking programs which generate revenue; and

WHEREAS, the Parks division has requested to add 640 hours to the Seasonal Park Worker staff to assist with general trail and park maintenance. The State has increased the annual trail pass fee by \$5.00/year so this cost will be funded by the Rail-Trail Account; and

WHEREAS, the Zoo and Park Management Department recommends these changes to the table of organization:



**Zoo:**

Public Safety Officer	(0.50)	Deletion
Public Safety Officer	0.25	Addition
Concessionaire I	520 hours	Addition
Zoo Educator	(0.60)	Deletion
Zoo Educator	0.80	Addition

**Parks:**

Seasonal Park Worker	640 hours	Addition
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NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the Zoo and Park Management table of organization be changed by deleting (0.50) FTE Public Safety Officer and adding 0.25 FTE Public Safety Officer, adding 520 Concessionaire I hours, deleting (0.60) FTE Zoo Educator and adding 0.80 FTE Zoo Educator and adding 640 Seasonal Park Worker hours; requested through the 2016 budget process to be effective January 1, 2016.

**Budget Impact:**

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
<b>Zoo:</b>					
Public Safety Officer	(0.50)	Deletion	\$(10,660)	\$( 985)	\$(11,645)
Public Safety Officer	0.25	Addition	\$ 5,330	\$ 491	\$ 5,821
Concessionaire I	520 hours	Hours	\$ 4,116	\$ 382	\$ 4,498
Zoo Educator	(0.60)	Deletion	\$(10,850)	\$(1,002)	\$(11,852)
Zoo Educator	0.80	Addition	\$ 14,560	\$ 1,343	\$ 15,903
<b>Total 2016 Budget Impact (Zoo)</b>			<b>\$ 2,496</b>	<b>\$ 229</b>	<b>\$ 2,725</b>

<b>Parks:</b>					
Seasonal Park Worker	640 hours	Addition	\$ 6,559	\$ 1,022	\$ 7,581
<b>Total 2016 Budget Impact (Parks)</b>			<b>\$ 6,559</b>	<b>\$ 1,022</b>	<b>\$ 7,581</b>

**Budget Impact:** The fiscal change of this resolution is reflected in the 2016 budget.

Respectfully submitted,  
EDUCATION & RECREATION COMMITTEE  
EXECUTIVE COMMITTEE

Approved By:

\_\_\_\_\_  
TROY STRECKENBACH  
COUNTY EXECUTIVE

Date Signed: \_\_\_\_\_

Authored by Human Resources

BOARD OF SUPERVISORS ROLL CALL # \_\_\_\_\_

\_\_\_\_\_  
Motion made by Supervisor \_\_\_\_\_

Seconded by Supervisor \_\_\_\_\_

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
HAEFS	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
KAYE	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
LA VIOLETTE	14				
KATERS	15				
KASTER	16				
VAN DYCK	17				
JAMIR	18				
ROBINSON	19				
CLANCY	20				
CAMPBELL.	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
FEWELL	26				

Total Votes Cast \_\_\_\_\_

Motion:      Adopted \_\_\_\_\_ Defeated \_\_\_\_\_ Tabled \_\_\_\_\_



**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

**DATE:** September 28, 2015  
**REQUEST TO:** Education & Recreation Committee  
**MEETING DATE:** October 8, 2015  
**REQUEST FROM:** Warren Kraft  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2016 Budget Process for the Zoo and Park Management Department

**ISSUE/BACKGROUND INFORMATION:**

A New Position or Position Deletion Request was submitted by the Zoo and Park Management Department during the 2016 budget process.

**ACTION REQUESTED:**

Make the following changes to the Zoo and Park Management Department table of organization:

**Zoo**

- Delete (0.50) FTE Public Safety Officer
- Add 0.25 FTE Public Safety Officer
- Add 520 Concessionaire I hours
- Delete (0.60) FTE Zoo Educator
- Add 0.80 FTE Zoo Educator

**Parks**

- Add 640 Seasonal Park Worker hours

**FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No

a. If yes, what is the amount of the impact? \$2,725 Zoo / \$7,581 Parks

b. If part of a bigger project, what is the total amount of the project? \$ \_\_\_\_\_

c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2016 budget.

1. If yes, in which account? \_\_\_\_\_

2. If no, how will the impact be funded? \_\_\_\_\_

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

Brown County  
Library  
Budget Status Report  
8/31/2015

	Annual Budget	YTD Actual
Property Taxes	\$ 6,189,558	\$ 4,126,372
Intergovtl Revenue	\$ 286,771	\$ 231,432
Charges for sales and services	\$ 338,450	\$ 179,728
Miscellaneous Revenue	\$ 21,770	\$ 8,149
Other Financing Sources	\$ -	\$ -
Personnel Costs	\$ 4,437,203	\$ 2,784,397
Operating Expenses	\$ 2,629,902	\$ 1,606,451
Outlay	\$ -	\$ -

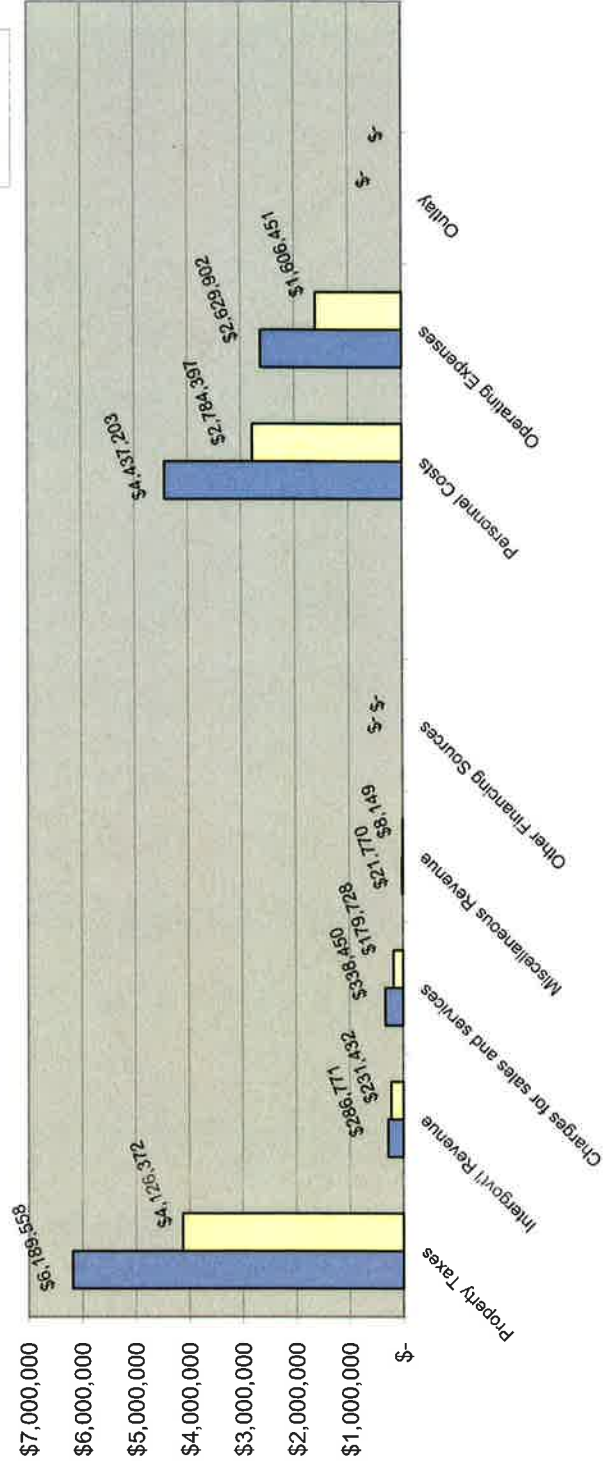
**HIGHLIGHTS:**

Revenues: Fines and fees revenue is under budget. Tenant vacated rental space resulting in loss of rent. This will have a significant impact on building rent. Payment has not been received from one county for their residents' use of Brown County libraries.

Expenses: Personnel costs, postage and utilities are all under budget.

**Library - August 31, 2015**

■ Annual Budget  
■ YTD Actual



COMPLEX ATTENDANCE FOR THE BROWN COUNTY VETERANS MEMORIAL COMPLEX					
August-15	Date	Building	2015	2014	
<b>ARENA TOTAL</b>			<b>0</b>	<b>0</b>	
Valley Bakers Food Show	29-Aug-15	Shopko	750	0	
<b>SHOPKO HALL TOTAL</b>			<b>750</b>	<b>0</b>	
WWE Smackdown	August 18 2015	Resch	3211	N/A	
<b>RESCH CENTER TOTAL</b>			<b>3211</b>		
<b>TOTAL FOR AUGUST 2015</b>			<b>3961</b>	<b>0</b>	

[illegible]